



TOWN OF DISCOVERY BAY
COMMUNITY SERVICES DISTRICT
AGENDA PACKET

For the Meeting of Wednesday
April 16, 2014

7:00 P.M. Regular Meeting

District Office
1800 Willow Lake Road



TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT

President – Mark Simon • Vice-President – Chris Steele • Director – Kevin Graves • Director – Bill Pease • Director – Marianne Wiesen

**NOTICE OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS
OF THE TOWN OF DISCOVERY BAY
Wednesday April 16, 2014
REGULAR MEETING 7:00 P.M.
1800 Willow Lake Road, Discovery Bay, California
Website address: www.todb.ca.gov**

REGULAR MEETING 7:00 P.M.

A. ROLL CALL AND PLEDGE OF ALLEGIANCE

1. Call business meeting to order 7:00 p.m.
2. Pledge of Allegiance
3. Roll Call

B. PUBLIC COMMENTS (Individual Public Comments will be limited to a 3-minute time limit)

During Public Comments, the public may address the Board on any issue within the District's jurisdiction which is not on the agenda. The public may comment on any item on the Agenda at the time that item is before the Board for consideration. Any person wishing to speak must come up and speak from the podium. There will be no dialog between the Board and the commenter. Any clarifying questions from the Board must go through the Chair.

C. PRESENTATIONS

1. Dock Address Sign Program – Supervisor Piepho

D. PRESIDENT REPORT AND DIRECTORS' COMMENTS

E. CONSENT CALENDAR

All matters listed under the CONSENT CALENDAR are considered by the District to be routine and will be enacted by one motion.

1. DRAFT minutes of previous regular meeting dated April 2, 2014
2. Approve Register of District Invoices

F. NEW BUSINESS AND ACTION ITEMS

1. Award of Contract for the Secondary Improvement Project to Anderson Pacific Engineering Contractors Inc. in the amount of \$5,427,680.00
2. Resolution No. 2014-07 Authorizing the Submittal of a Grant Application to the San Francisco Bay Water Quality Improvement Fund
3. Agency Comment Request – Development Plan Application – DP 14-3017

G. INFORMATIONAL ITEMS ONLY (NO ACTION NECESSARY)

1. Capital Improvement Program Update

H. VEOLIA REPORT

1. Veolia Report for the Month of February
2. Veolia Report for the Month of March

I. MANAGER'S REPORTS

J. GENERAL MANAGER'S REPORT – Discussion and Possible Action

K. DISTRICT LEGAL COUNSEL REPORT

L. COMMITTEE UPDATES – Discussion and Possible Action

1. Community Center Status Report (No written report)

M. CORRESPONDENCE – Discussion and Possible Action

1. R – Discovery Bay P6 Zone Citizen Advisory Committee meeting minutes dated February 10, 2014
2. R – Contra Costa County Aviation Advisory Committee meeting minutes dated February 13, 2014
3. R – Byron Municipal Advisory Council Park Dedication Ad Hoc meeting minutes dated February 20, 2014
4. R – East Contra Costa County Fire Protection District meeting minutes dated March 3, 2014
5. R – Contra Costa County Aviation Advisory Committee meeting minutes dated March 13, 2014
6. R – Byron Municipal Advisory Council meeting minutes dated March 20, 2014

N. PUBLIC RECORD REQUESTS RECEIVED

O. FUTURE AGENDA ITEMS

P. ADJOURNMENT

1. Adjourn to the next Regular meeting dated May 7, 2014 starting at 7:00 p.m. on 1800 Willow Lake Road- Located behind the Delta Community Presbyterian Church.

"This agenda shall be made available upon request in alternative formats to persons with a disability, as required by the American with Disabilities Act of 1990 (42 U.S.C. § 12132) and the Ralph M. Brown Act (California Government Code § 54954.2). Persons requesting a disability related modification or accommodation in order to participate in the meeting should contact the Town of Discovery Bay, at (925)634-1131, during regular business hours, at least twenty-four hours prior to the time of the meeting."

"Materials related to an item on the Agenda submitted to the Town of Discovery Bay CSD after distribution of the agenda packet are available for public inspection in the District Office located at 1800 Willow Lake Road during normal business hours."



From the Desk of Supervisor Mary Nejedly Piepho

Supervisor Piepho Announces Waterfront Address Sign Program

I am pleased to announce a new waterfront signage program for the residents of Discovery Bay that is intended to ensure easy address identification and location of residences from the waterfront.

Attached is an order form for residents to request a standard 6"x 42" street sign (as depicted) listing a residential street address for installation on your dock or other visible backyard location. In order to properly cover County production costs each sign is \$50.00. Any monies remaining after orders are complete will be contributed to the Town of Discovery Bay CSD for the Discovery Bay Community Center.

This opportunity will take place twice a year with the first round of order forms and payments due by May 16, 2014 and the second order taking place in the fall of 2014. Order forms can be picked up at the Town of Discovery Bay office or by contacting my office in Brentwood at (925) 252-4500. Orders forms and payments should be delivered to the Town of Discovery Bay office located at 1800 Willow Lake Road in Discovery Bay **no later than Friday, May 16th**. Checks should be made payable to the Town of Discovery Bay CSD. Completed signs will be available for pick up at the Town of Discovery Bay office in approximately four weeks of the order date.

If you have any questions please feel free to contact my office at (925) 252-4500.



Maintenance Division
 2475 Waterbird Way
 Martinez, CA 94553
 (925) 313-7000

Order No.: _____

Dock Sign Order Form

Please submit by Friday, May 16, 2014

Main Contact Information	
Name:	
Phone:	
Email:	
Date:	

Public Works Internal Only	
WO#:	
Complete:	
Phone:	

Pricing For Address Sign Only (Installation not Included):

\$50.00 / sign

Dimensions: 6" x 42"

White Background, Blue Lettering



Item No.	Your Address # and Full Street Name (Please Print Clearly)	Amount
You can have multiple orders on one form (neighbors) TOTAL:		

For more information, please call 925-634-1131

Make checks payable to the Town of Discovery Bay CSD

Return completed form and check to:

**Town of Discovery Bay
 1800 Willow Lake Road
 Discovery Bay, CA 94505**



No Back Up
Documentation
For Agenda Item # D



TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT

President – Mark Simon • Vice-President – Chris Steele • Director – Kevin Graves • Director – Bill Pease • Director – Marianne Wiesen

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS
OF THE TOWN OF DISCOVERY BAY
Wednesday April 2, 2014
REGULAR MEETING 7:00 P.M.
1800 Willow Lake Road, Discovery Bay, California
Website address: www.todb.ca.gov**

REGULAR MEETING 7:00 P.M.

A. ROLL CALL AND PLEDGE OF ALLEGIANCE

Call business meeting to order – 7:00 p.m. by President Simon

Pledge of Allegiance – Led by President Simon

Roll Call – All Present

B. PUBLIC COMMENTS (Individual Public Comments will be limited to a 3-minute time limit)

None

C. AREA AGENCIES REPORTS / PRESENTATION

1 Sheriff's Office Report

Deputy Scheftner – Provided the law enforcement report for the month of March. There was discussion between the General Manager, the Board and Deputy Scheftner.

Crime Prevention Specialist Fontenot – Provided additional details regarding item C-1. There was discussion between the Board and Crime Prevention Specialist Fontenot.

2. CHP Report

Officer Thomas – Provided an update of the services to the Town of Discovery Bay.

3. East Contra Costa Fire Protection District Report

None

4. Supervisor Mary Piepho, District III Report

Field Representative Cornell - Provided an update of several projects surrounding Discovery Bay.

D. COMMITTEE/LIAISON REPORTS

1. Trans-Plan Report – No Report

2. County Planning Commission Report – No Report

3. Code Enforcement Report – Director Wiesen provided an update regarding D-3.

4. Special Districts Report** - No Report

***These meetings are held Quarterly*

E. PRESENTATIONS

None

F. CONSENT CALENDAR

All matters listed under the CONSENT CALENDAR are considered by the District to be routine and will be enacted by one motion.

1. DRAFT minutes of previous special meeting dated March 19, 2014

2. DRAFT minutes of previous regular meeting dated March 19, 2014

3. Approve Register of District Invoices

Motion by: Director Pease to approve the Consent Calendar

Second by: Director Graves

Vote: Motion Carried – AYES: 5, NOES: 0

G. BUSINESS AND ACTION ITEMS

1. National Pollutant Discharge Elimination System (NPDES) Draft Permit Review

General Manager Howard – Provided details regarding item G-1.

District Engineer Harris – Provided additional details regarding item G-1. There was discussion between the General Manager, the Board, and the District Engineer.

H. INFORMATIONAL ITEMS ONLY (NO ACTION NECESSARY)

None

I. PRESIDENT REPORT AND DIRECTORS' COMMENTS

None

J. MANAGER'S REPORT

None

K. GENERAL MANAGER'S REPORT

None

L. DISTRICT LEGAL COUNSEL REPORT

Legal Counsel Attebery – Reminder of evaluations due for the General Manager.

M. COMMITTEE UPDATES – Discussion and Possible Action

None

N. CORRESPONDENCE – Discussion and Possible Action

1. R – Byron Municipal Advisory Council meeting minutes dated February 20, 2014

O. PUBLIC RECORD REQUESTS RECEIVED

P. FUTURE AGENDA ITEMS

1. Reclaimed Water Grants Research

Q. ADJOURNMENT

The meeting adjourned at 7:45 p.m. to the next regular meeting dated April 16, 2014 starting at 7:00 p.m. on 1800 Willow Lake Rd.

//cmc – 04.04.14

<http://www.todb.ca.gov/content/agenda-and-minutes/>



Town of Discovery Bay

"A Community Services District"

AGENDA REPORT

Meeting Date

April 16, 2014

Prepared By: Dina Breitstein, Finance Manager & Lesley Marable, Sr. Accounts Clerk
Submitted By: Rick Howard, General Manager

RH

Agenda Title

Approve Register of District Invoices

Recommended Action

Staff recommends that the Board approve the listed invoices for payment

Executive Summary

District invoices are paid on a regular basis, and must obtain Board authorization prior to payment. Staff recommends Board authorization in order that the District can continue to pay warrants in a timely manner.

Fiscal Impact:

Amount Requested \$ 219,872.11

Sufficient Budgeted Funds Available?: Yes (If no, see attached fiscal analysis)

Prog/Fund # See listing of invoices. **Category:** Operating Expenses and Capital Improvements

Previous Relevant Board Actions for This Item

Attachments

Request For Authorization to Pay Invoices for the Town of Discovery Bay CSD 2013/2014
Request For Authorization to Pay Invoices for the Discovery Bay Lighting & Landscape District # 8 2013/2014
Request For Authorization to Pay Invoices for the Discovery Bay Lighting & Landscape District # 9 2013/2014

AGENDA ITEM: E-2

Request for authorization to pay invoices (RFA)
For the Meeting on April 16, 2014
Town of Discovery Bay CSD
For Fiscal Year's 7/13 - 6/14

<u>Vendor Name</u>	<u>Invoice Number</u>	<u>Description</u>	<u>Invoice Date</u>	<u>Amount</u>
Administration				
Brentwood Ace Hardware	808/033114	Tree Trimming & Trash Can Repair (Z57)	03/31/14	\$89.67
Brentwood Press & Publishing	157537	Pipeline	04/08/14	\$2,811.50
Brut Force Janitorial	4/2014	Janitorial Service April 2014	03/31/14	\$200.00
Brut Force Janitorial	4/2014	Janitorial Service April 2014 (Z57,Z61)	03/31/14	\$50.00
Carol McCool	MAR 2014	Expense Report Mar 2014	04/01/14	\$35.03
Caselle, Inc.	56628	Monthly Support & Maintenance May 2014	04/01/14	\$1,110.00
Chris and Jenna Osheroff	3503 SAILBOAT DR	Closed Acct, Refund Overpayment	04/08/14	\$26.71
Chris Steele	MARCH 2014	Expense Report Mar 2014	04/10/14	\$81.36
Commercial Tree Care	18082	Grounds Maintenance (Z61)	03/24/14	\$775.00
County Of Contra Costa, Dept of Info Tec	8740	Data Processing Services Feb 2014	03/18/14	\$44.00
Denalect Alarm Company	R5087	Quarterly Alarm Charge	04/01/14	\$111.00
Herwit Engineering	DB-NPP-4	Newport Point Development	04/01/14	\$1,200.00
Herwit Engineering	DB-PNT-5	Pantages Development	04/01/14	\$4,909.12
Kevin Graves	MARCH 2014	Expense Report Mar 2014	04/10/14	\$81.36
Office Depot	695955591001	Office Supplies	03/18/14	\$10.99
Office Depot	701275291001	Office Supplies	03/21/14	\$37.45
Office Depot	701275355001	Office Supplies	03/21/14	\$33.64
Office Depot	701275356001	Office Supplies	03/27/14	\$10.99
Office Depot	701671453001	Office Supplies	03/25/14	\$55.95
ParcelQuest	16658	Contra Costa County Data & Map	03/06/14	\$858.60
ReliaStar Life Insurance Company	#JR52 457(B) 041514	457(b) 04/01/14-04/15/14	04/15/14	\$1,004.78
Ricoh USA, Inc	5029973614	Photocopier	03/19/14	\$230.17
SDRMA	14674	Medical Benefits May 2014	04/07/14	\$3,048.78
Shred-It USA-Concord	9403447581	Shredding Service April 2014	04/03/14	\$75.00
Sue Heinel	MAR 2014	Expense Report Mar 2014	03/31/14	\$21.47
U.S. Bank Corporate Payment System	4246044555703473/314	Medical Benefits	03/25/14	\$500.39
U.S. Bank Corporate Payment System	4246044555703473/314	Travel & Meetings	03/25/14	\$408.93
U.S. Bank Corporate Payment System	4246044555703473/314	Training & Education	03/25/14	\$343.00
U.S. Bank Corporate Payment System	4246044555703473/314	Telephone General	03/25/14	\$630.72
U.S. Bank Corporate Payment System	4246044555703473/314	Telecom Networking	03/25/14	\$140.00
U.S. Bank Corporate Payment System	4246044555703473/314	Telephone Cellular	03/25/14	\$29.14
U.S. Bank Corporate Payment System	4246044555703473/314	Vehicle & Equipment Fuel	03/25/14	\$103.60
U.S. Bank Corporate Payment System	4246044555703473/314	General Repairs	03/25/14	\$41.19
U.S. Bank Corporate Payment System	4246044555703473/314	Info System Maintenance	03/25/14	\$202.00
U.S. Bank Corporate Payment System	4246044555703473/314	Computer Software	03/25/14	\$49.99
U.S. Bank Corporate Payment System	4246044555703473/314	Office Supplies	03/25/14	\$75.46
U.S. Bank Corporate Payment System	4246044555703473/314	Office Supplies	03/25/14	\$791.61
U.S. Bank Corporate Payment System	4246044555703473/314	Misc. Service & Supplies	03/25/14	\$20.69
U.S. Bank Corporate Payment System	4246044555703473/314	Misc. Reimbursable	03/25/14	\$376.73
U.S. Bank Corporate Payment System	4246044555703473/314	Zone Reimbursement (Z57,Z61)	03/25/14	\$119.85
U.S. Bank Corporate Payment System	4246044555703473/314	Special Expense	03/25/14	\$179.67
United States Postal Services	PI/15	Permit Renewal	03/20/14	\$220.00
UPS	000012X417144	Shipping Cost	04/05/14	\$49.29
Watersavers Irrigation Inc.	1428512-00	Misc. Items (Z61)	03/07/14	\$4.28
			Administration	Sub-Total
				\$21,199.11
Water				
Bartle Wells Associates	BWA513B-1008	Professional Services Feb 2014	03/24/14	\$240.00
Cintas	185464454	Uniform Service	04/01/14	\$36.14
Cintas	185465191	Uniform Service	04/08/14	\$36.14
Discovery Pest Control	117214	Pest Control	04/07/14	\$28.00
Golden State Flow Measurement, Inc	I-040515	Water Meters 1 ipearl Meter With Nicor"	03/27/14	\$9,827.78
J.W. Backhoe & Construction, Inc.	2027A	Fix Broken 6" Tee	01/08/14	\$5,275.00
J.W. Backhoe & Construction, Inc.	2027A	Valve Repair	01/08/14	\$3,563.00
J.W. Backhoe & Construction, Inc.	2074	Leak on Laguna Court	03/30/14	\$1,402.15
J.W. Backhoe & Construction, Inc.	2077	Paved on Beaver Court	03/30/14	\$5,822.46
ReliaStar Life Insurance Company	#JR52 457(B) 041514	457(b) 04/01/14-04/15/14	04/15/14	\$50.00
SDRMA	14674	Medical Benefits May 2014	04/07/14	\$663.00
U.S. Bank Corporate Payment System	4246044555703473/314	Telephone General	03/25/14	\$256.79
U.S. Bank Corporate Payment System	4246044555703473/314	Telecom Networking	03/25/14	\$28.00
U.S. Bank Corporate Payment System	4246044555703473/314	Vehicle & Equipment Fuel	03/25/14	\$424.33
U.S. Bank Corporate Payment System	4246044555703473/314	Automotive Supplies & Repairs	03/25/14	\$947.63

U.S. Bank Corporate Payment System	4246044555703473/314	Computer Equipment & Supplies	03/25/14	\$60.76
Univar	SJ608265	Chemicals Delivered 03/21/14	03/21/14	\$192.79
Univar	SJ608267	Chemicals Delivered 03/21/14	03/21/14	\$270.73
Veolia Water North America	36725	Monthly O&M April 2014	04/01/14	\$39,493.70

Water Sub-Total \$68,618.40

Wastewater

Ace Armature	SALE-2034	New Motor and Repair for WWTP#1	03/26/14	\$2,630.48
American Retrofit Systems	419	Ox Ditch WWTP#2	04/02/14	\$260.00
American Retrofit Systems	420	Security Cameras	04/04/14	\$600.00
American Retrofit Systems	421	Install Conduit WWTP#1	04/04/14	\$300.00
American Retrofit Systems	422	Install Conduit WWTP#2	04/04/14	\$250.00
American Retrofit Systems	423	Bio Chamber B Fan Motors	04/03/14	\$400.00
Bartle Wells Associates	BWA513B-1008	Professional Services Feb 2014	03/24/14	\$360.00
Bay Area News Group	2005834/0000748123	NPDES Permit	03/31/14	\$603.65
Brentwood Ace Hardware	808/033114	Misc. Items for Security Camera	03/31/14	\$44.38
Conco West Inc.	638	Lift Station F	03/25/14	\$421.04
Cramer, Frank	MAR 2014	Expense Report Mar 2014	03/31/14	\$111.31
Discovery Pest Control	117214	Pest Control	04/07/14	\$42.00
Herwit Engineering	14-3	Professional Services March 2014	04/01/14	\$6,087.36
J.W. Backhoe & Construction, Inc.	2073	WWTP#2 Broken Gate Valve	03/30/14	\$12,677.41
J.W. Backhoe & Construction, Inc.	2078	Raise Two Manholes	03/30/14	\$1,455.37
Parkson Corp.	AR1/51007351	Fans for Bio-Solids Bldg. B	03/25/14	\$3,003.43
ReliaStar Life Insurance Company	#JR52 457(B) 041514	457(b) 04/01/14-04/15/14	04/15/14	\$75.00
Stantec Consulting Services Inc	779870	NPDES Permit	04/02/14	\$27,076.30
U.S. Bank Corporate Payment System	4246044555703473/314	Telecom General	03/25/14	\$332.94
U.S. Bank Corporate Payment System	4246044555703473/314	Telecom Networking	03/25/14	\$42.00
U.S. Bank Corporate Payment System	4246044555703473/314	Vehicle & Equipment Fuel	03/25/14	\$155.78
U.S. Bank Corporate Payment System	4246044555703473/314	Automotive Supplies & Repairs	03/25/14	\$60.46
U.S. Bank Corporate Payment System	4246044555703473/314	General Repairs	03/25/14	\$522.29
U.S. Bank Corporate Payment System	4246044555703473/314	Computer Equipment & Supplies	03/25/14	\$91.13
U.S. Bank Corporate Payment System	4246044555703473/314	Office Supplies	03/25/14	\$1,187.41
Veolia Water North America	36725	Monthly O&M April 2014	04/01/14	\$59,240.54
W.J. Kirk Welding	46994	Weld for Clarifier Plant 1	04/01/14	\$200.00
Watersavers Irrigation Inc.	1429757-00	Weed Control	03/12/14	\$182.47

Wastewater Sub-Total \$118,412.75

Community Center

Community Center Sub-Total \$0.00

Grand Total \$208,230.26

Request For Authorization To Pay Invoices (RFA)
For the Meeting on April 16, 2014
Town of Discovery Bay, D.Bay L&L Park #8
For Fiscal Year's 7/13 - 6/14

<u>Vendor Name</u>	<u>Invoice Number</u>	<u>Description</u>	<u>Invoice Date</u>	<u>Amount</u>
Blind To Reason	2	Community Center-Earth Day	04/09/14	\$400.00
Brentwood Ace Hardware	808/033114	Chain Return	03/31/14	-\$17.08
Brentwood Press & Publishing	157537	Community Center-Activity Guides	04/08/14	\$1,861.50
Brut Force Janitorial	4/2014	Janitorial Service April 2014	03/31/14	\$320.00
Brut Force Janitorial	4A/2014	Community Center-Janitorial Service April 2014	03/31/14	\$490.00
Cash	40914	Community Center-Petty Cash Reimb. Open House	04/09/14	\$113.96
Cintas	185464454	Uniform Service	04/01/14	\$18.07
Cintas	185465191	Uniform Service	04/08/14	\$18.07
Commercial Tree Care	18082	Grounds Maintenance	03/24/14	\$215.00
Commercial Tree Care	18083	Grounds Maintenance	03/24/14	\$980.00
Connie Delazzar	1	Community Center-Class Reimb.	04/08/14	\$190.00
Department of Justice	29358	Community Center-Fingerprinting	04/02/14	\$49.00
Discovery Locks & More, Inc.	11194	Community Center-Lock Repair	03/24/14	\$226.90
The Jumpy Bunch	13466	Community Center-Earth Day	03/26/14	\$698.00
U.S. Bank Corporate Payment System	4246044555703473/314	Community Center-Renovation	03/25/14	\$324.81
U.S. Bank Corporate Payment System	4246044555703473/314	Travel & Meetings	03/25/14	\$947.86
U.S. Bank Corporate Payment System	4246044555703473/314	Telephone General	03/25/14	\$71.88
U.S. Bank Corporate Payment System	4246044555703473/314	Vehicle & Equipment Fuel	03/25/14	\$240.01
U.S. Bank Corporate Payment System	4246044555703473/314	Equipment Maintenance	03/25/14	\$57.19
U.S. Bank Corporate Payment System	4246044555703473/314	Grounds Maintenance	03/25/14	\$422.28
U.S. Bank Corporate Payment System	4246044555703473/314	Community Center-Training & Education	03/25/14	\$370.00
U.S. Bank Corporate Payment System	4246044555703473/314	Community Center-Events	03/25/14	\$577.95
U.S. Bank Corporate Payment System	4246044555703473/314	Community Center-Advertising	03/25/14	\$100.60
U.S. Bank Corporate Payment System	4246044555703473/314	Community Center-Telephone General	03/25/14	\$498.69
U.S. Bank Corporate Payment System	4246044555703473/314	Community Center-Vehicle & Equipment Fuel	03/25/14	\$73.15
U.S. Bank Corporate Payment System	4246044555703473/314	Community Center-General Repairs	03/25/14	\$32.92
U.S. Bank Corporate Payment System	4246044555703473/314	Community Center-Building Repairs	03/25/14	\$234.47
U.S. Bank Corporate Payment System	4246044555703473/314	Community Center-Computer Software	03/25/14	\$299.00
U.S. Bank Corporate Payment System	4246044555703473/314	Community Center-Chemicals	03/25/14	\$7.99
U.S. Bank Corporate Payment System	4246044555703473/314	Community Center-Special Expense	03/25/14	\$29.82
United States Postal Services	1	Community Center-Postage Activity Guides	04/07/14	\$950.00
Watersavers Irrigation Inc.	1429757-00	Blue Dye	03/12/14	\$44.56
Total				\$10,846.60

Request For Authorization To Pay Invoices (RFA)
For the Meeting on April 16, 2014
Town of Discovery Bay, D.Bay L&L Park #9 (Ravenswood)
For Fiscal Year's 7/13 - 6/14

<u>Vendor Name</u>	<u>Invoice Number</u>	<u>Description</u>	<u>Invoice Date</u>	<u>Amount</u>
Brentwood Ace Hardware	808/033114	Chain Saw Sharpening	03/31/14	\$36.00
Brut Force Janitorial	4/2014	Janitorial Service April 2014	03/31/14	\$25.00
Cintas	185464454	Uniform Service	04/01/14	\$18.06
Cintas	185465191	Uniform Service	04/08/14	\$18.06
U.S. Bank Corporate Payment System	4246044555703473/314	Travel & Meetings	03/25/14	\$317.32
U.S. Bank Corporate Payment System	4246044555703473/314	Telephone General	03/25/14	\$71.88
U.S. Bank Corporate Payment System	4246044555703473/314	Vehicle & Equipment Fuel	03/25/14	\$251.04
Watersavers Irrigation Inc.	1432050-00	Backpack Sprayer	03/19/14	\$33.72
Watersavers Irrigation Inc.	1434426-00	Jaw Channel	03/25/14	\$24.17
			Total	\$795.25



Town of Discovery Bay

"A Community Services District"

AGENDA REPORT

Meeting Date

April 16, 2014

Prepared By: Gregory Harris, District Engineer

Submitted By: Rick Howard, General Manager

RH

Agenda Title

Award of Contract for the Secondary Improvement Project to Anderson Pacific Engineering Contractors Inc. in the amount of \$5,427,680.00

Recommended Action

That the Board: (1) Award the bid to the lowest responsive and responsible bidder, Anderson Pacific Engineering Contractors Inc. in the amount of \$5,427,680.00; (2) authorize the General Manager to approve Contract Change Orders up to 10% of the contracted bid price; and (3) authorize the General Manager to execute all contract documents.

Executive Summary

The Secondary Improvements Project (Master Plan Project No. 4) bid opening was on Tuesday, April 8, 2014 at 2:00 p.m. There were six bidders who submitted bids (See attached Bid Summary). Anderson Pacific Engineering Contractors Inc. was the lowest responsible bid in the amount of \$5,427,680.00. This project was included in the Wastewater Master Plan and the 2013-2014 CIP and Capital Financed Projects. This project includes the construction of a new clarifier and oxidation ditch.

Fiscal Impact:

Amount Requested \$5,427,680.00

Sufficient Budgeted Funds Available?: YES (If no, see attached fiscal analysis)

Prog/Fund # Category: Pers. Optg. Cap. X -or- CIP# Fund# Bond

Previous Relevant Board Actions for This Item

Adoption of FY 2012-13 CIP and Approval of Capital Financed projects

Attachments

Bid Summary -Secondary Improvements Project (Master Plan Projects No. 4)

AGENDA ITEM: F-1



Town of Discovery Bay

"A Community Services District"

AGENDA REPORT

Meeting Date

April 16, 2014

Prepared By: Rick Howard, General Manager
Submitted By: Rick Howard, General Manager *RH*

Agenda Title

Resolution No. 2014-07 Authorizing the Submittal of a Grant Application to the San Francisco Bay Water Quality Improvement Fund

Recommended Action

Adopt Resolution No. 2014-07 Authorizing the Submittal of a Grant Application to the San Francisco Bay Water Quality Improvement Fund.

Executive Summary

The U.S. Environmental Protection Agency Region 9 (EPA) is soliciting initial proposals from eligible entities for a competitive grant process aimed at protecting and restoring the water quality of the San Francisco Bay and its watersheds.

The total amount anticipated to be awarded under the 2014 federal funding cycle is approximately \$5,000,000.00. Awards will range from approximately \$800,000.00 to \$2,000,000.00 of federal funds with project periods of up to four years. Applicants must provide a minimum non-federal match of 50% of the total cost of the project. This competitive grant program seeks proposals to achieve significant water quality results to reduce polluted runoff, restore impaired waters and enhance aquatic habitat.

As the Board is aware, the pending five-year NPDES Permit includes the requirement that the Discovery Bay wastewater treatment process move from a secondary to a tertiary process. The manner in which to accomplish this requirement is through the construction of an effluent filtration system. The DRAFT permit stipulates that the filtration project must be completed and online within the pending five-year permit cycle.

On March 19, 2014, the Board of Directors authorized a design contract for the filtration project. Estimated at approximately \$5.0 million, this is a large project for which funding has yet to be fully identified. The potential to augment project costs of up to 50% through this grant opportunity could prove critical depending on the economic conditions in the five-year permit period (pace of new construction).

Staff recommends that the Board authorize the submittal of a grant application to the U.S. Environmental Protection Agency Region 9 (EPA); San Francisco Bay Water Quality Improvement Fund (FY2014 Funds) by April 30, 2014.

Fiscal Impact:

Amount Requested \$ N/A

Sufficient Budgeted Funds Available?: (If no, see attached fiscal analysis)

Prog/Fund # Category: Pers. Optg. Cap. -or- CIP# Fund#

Previous Relevant Board Actions for This Item

Approval of Design Services for Filtration Project – March 19, 2014

Attachments

Resolution No. 2014-07; San Francisco Bay Water Quality Improvement Fund (FY2014 Funds) Grant Application

AGENDA ITEM: F-2



**TOWN OF DISCOVERY BAY
COMMUNITY SERVICES DISTRICT**

RESOLUTION 2014-07

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE TOWN OF DISCOVERY BAY,
A CALIFORNIA COMMUNITY SERVICES DISTRICT,
AUTHORIZING THE SUBMITTAL OF A GRANT APPLICATION
TO THE SAN FRANCISCO BAY WATER QUALITY IMPROVEMENT FUND**

WHEREAS, Town of Discovery Bay Community Services District operates a Wastewater Treatment Plant, and

WHEREAS, the Regional Water Quality Control Board has made effluent filtration a requirement in the issuance of the Town of Discovery Bay's five-year NPDES Permit, and

WHEREAS, the U.S. Environmental Protection Agency Region 9 (EPA) has announced funding opportunities through the San Francisco Bay Water Quality Improvement Fund (FY2014 Funds); and

WHEREAS, the Effluent Filtration Project complies with the guidelines outlined in the U.S. Environmental Protection Agency Region 9 Request for Initial Proposals, and

WHEREAS, there is a 50% non-federal matching requirement associated with this grant opportunity, and

WHEREAS, the grant application deadline is April 30, 2014.

NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE TOWN OF DISCOVERY BAY COMMUNITY SERVICES DISTRICT DOES HEREBY RESOLVE AS FOLLOWS:

SECTION 1. To direct staff to submit a grant application pursuant to the terms and conditions of the U.S. Environmental Protection Agency Region 9; San Francisco Bay Water Quality Improvement Fund (FY2014 Funds) Initial Request for Proposals.

SECTION 2. The Board Secretary shall certify the adoption of this Resolution.

PASSED, APPROVED AND ADOPTED THIS 16th DAY OF APRIL 2014.

Mark Simon
Board President

I hereby certify that the foregoing Resolution was duly adopted by the Board of Directors of the Town of Discovery Bay Community Services District at a regularly scheduled meeting, held on April 16, 2014 by the following vote of the Board:

- AYES:
- NOES:
- ABSENT:
- ABSTAIN:

Richard J. Howard
Board Secretary

United States Environmental Protection Agency Region 9

San Francisco Bay Water Quality Improvement Fund

Request for Initial Proposals

March 14, 2014

Agency Name: U.S. Environmental Protection Agency Region 9 (EPA)

Funding Opportunity Name: San Francisco Bay Water Quality Improvement Fund (FY2014 Funds)

Announcement Type: Initial Announcement

Funding Opportunity Number: EPA-R9-WTR3-14-01

Catalog of Federal Domestic Assistance Number (CFDA): 66.126

SUMMARY

The U.S. Environmental Protection Agency Region 9 (EPA) is soliciting initial proposals under this announcement from eligible entities to protect and restore the water quality of the San Francisco Bay and its watersheds. The initial proposals will be short submissions describing a project's scope and environmental results and will be evaluated to determine whether a full proposal will be requested of the applicant. This competitive grant program seeks proposals to achieve significant water quality results to reduce polluted runoff, restore impaired waters and enhance aquatic habitat.

The total amount anticipated to be awarded under this announcement is approximately \$5,000,000 of fiscal year 2014 funds. Awards will range from approximately \$800,000 to \$2,000,000 of federal funds with project periods of up to four years. **Applicants must provide a minimum non-federal match of 50% of the total cost of the project.** A broad range of entities, as described in Section III, are eligible to submit proposals under this announcement for projects that protect and restore the San Francisco Bay and its watersheds within the nine Bay Area counties (Marin, Napa, Sonoma, Solano, Contra Costa, Alameda, Santa Clara, San Mateo, and San Francisco.)

Important Dates

April 30, 2014	Initial proposals must be received by EPA via Grants.gov, mail, overnight delivery, hand delivery, or courier service by 5pm Pacific Standard Time.
May 30, 2014	EPA notifies finalists to prepare full proposals.
July 1, 2014	Full proposals must be received by EPA via email or mail, by 5pm Pacific Standard Time.
August 2014	Awards made.

The above dates (other than the April 30, 2014 initial proposal submission date) are anticipated dates and may be subject to change.

Notification of Expected Electronic Submission Requirement in FY15: EPA is moving towards electronic submission of all grant applications through www.grants.gov. It is expected that all solicitations issued on or after October 1, 2014 will require applicants to submit their application materials electronically through www.grants.gov.

Contact: Luisa Valiela
Phone: (415) 972-3400
Email: valiela.luisa@epa.gov

Contents of Full Text Announcement:

- I. Funding Opportunity Description
- II. Award Information
- III. Eligibility Information
- IV. Proposal and Submission Information
- V. Proposal Review Information
- VI. Award Administration Information
- VII. Agency Contact
- VIII. Other Information

I. Funding Opportunity Description

A. Background. EPA has been administering the San Francisco Bay Water Quality Improvement Fund (SFBWQIF), a competitive grant program for the protection and restoration of San Francisco Bay watersheds, since 2008. To date, EPA has awarded over \$32 million in 25 grants supporting 53 projects. Those projects involved 71 partners who provided matching and leveraging of over \$105 million. Information on these awards is available at: <http://www2.epa.gov/sfbay-delta/sf-bay-water-quality-improvement-fund>

B. Program Priorities. EPA is seeking technically sound projects to reduce polluted run-off, restore impaired waters and enhance aquatic habitat. Achieving significant environmental results is an overall program priority. Therefore, it is most important that environmental results, also known as outcomes, such as those relating to water quality improvements and aquatic habitat enhancements, be quantitatively described in the initial proposal and a timeframe provided for achieving the results. Anticipated outcomes should not be expressed in general terms; for instance, just referencing “water quality improvements” is not sufficient. For more information on quantifying anticipated water quality results, see Section I.C.2 “Environmental Outputs and Outcomes.” For projects that are implementing activities called for in a plan such as a TMDL or a restoration plan with an extended (e.g. 20-50 year time horizon) timeframe, applicants should explain the degree to which the activities move towards the stated long-term goal or outcome.

EPA will consider a broad range of project types to protect and restore the water quality of the San Francisco Bay and its watersheds. While the focus of this solicitation is to select projects based on existing plans that are ready to be implemented, planning and assessment projects will be considered. Planning and assessment projects should have a high likelihood of being implemented and achieving water quality results. Such projects should describe in the initial proposal how the plan will be implemented (including funding considerations) and describe the environmental results to be achieved subsequent to completing the planning and assessment activities. In addition, EPA wants to support projects throughout the Bay Area. Therefore, initial proposals should address the extent to which significant environmental results will be achieved by the project in a geographic area that has not yet received SFBWQIF funding. SFBWQIF funded projects can be found indicated on the Project Map located at the SFBWQIF website. <http://www2.epa.gov/sfbay-delta/project-map-and-partners>

Projects should account for climate change to help ensure that the project achieves its expected outcomes even as the climate changes. As appropriate to project type (e.g. wetlands restoration, water quality improvement, etc...), the scope and approach described in the initial proposal should include a brief discussion of climate change considerations, for instance, how sea level rise was factored into the wetlands or stream restoration design, or how changing rainfall patterns were considered in the design of green infrastructure projects.

Projects must be consistent with the San Francisco Estuary Partnership's (SFEP) Comprehensive Conservation and Management Plan (CCMP). Therefore, initial proposals must indicate the CCMP objective(s) and action(s) to be implemented under the project. A list of the CCMP objectives and actions that address program priorities is included as Attachment A and should be used as a basis to provide this information in the initial proposal narrative. For additional information on the CCMP refer to the website link in Section VIII.C.

All projects that include a monitoring component should be compatible with the California Surface Water Ambient Monitoring Program (SWAMP), the California Wetland and Riparian Area Monitoring Program, and/or the San Francisco Bay Regional Monitoring Program (RMP). To maximize environmental results, projects should include broad partnerships and community participation/involvement, and ensure cost-effective designs and activities. All projects should include an information transfer component to promote the use of project results by other San Francisco Bay watersheds.

Applicants should carefully read this RFIP and closely consider the evaluation criteria identified in Section V.A. in order to propose projects that address these program priorities and will be most competitive throughout the selection process.

C. EPA's Strategic Plan Linkage and Environmental Results. Pursuant to Section 6a of EPA Order 5700.7, "Environmental Results under EPA Assistance Agreements," EPA must link proposed assistance agreements to the EPA's Strategic Plan. EPA also requires that applicants and recipients adequately describe environmental outputs and outcomes to be achieved under assistance agreements.

<http://www2.epa.gov/planandbudget/strategicplan>

1. Linkage to EPA Strategic Plan. All proposals must support EPA's strategic goals to improve and restore impaired water quality on a watershed basis and facilitate ecosystem-scale protection and restoration under EPA Strategic Plan Goal 2 – Protecting America's Waters, Objective 2.2 (Protect and Restore Watersheds and Aquatic Ecosystems), and Strategic Measures (Improve Water Quality on a Watershed Basis and Increase Wetlands.) (<http://www.epa.gov/planandbudget/>)

2. Environmental Outputs and Outcomes. The significance of environmental outputs and outcomes you expect to achieve will be considered under the evaluation criteria during the selection process and must be addressed in the proposal submission (See Sections IV and V.)

a. Outputs. The term "output" means an activity, effort, and/or work product that will be produced or provided over a specific period of time or by a specific date. Outputs may be quantitative or qualitative but must be measurable during an assistance agreement funding period. Proposals must include a description of project outputs and the way in which recipients will track project milestones throughout the grant period.

Progress reports and a final report will also be a required output, as specified in Section VI.D of this announcement, "Reporting Requirements."

b. **Outcomes.** The term "outcome" means an environmental result, effect or consequence that will occur from carrying out project activities and/or completing outputs related to an environmental goal. Outcomes may be environmental, behavioral, health-related, or programmatic in nature, but must be quantitative. Proposals must include a description of project outcomes resulting from the project outputs, even if the outcome to be achieved is beyond the assistance agreement funding period. Outcomes expected as a result of the awards under this announcement may include, but are not limited to, the following:

- Pollutant load reductions, attainment of water quality objectives, or other numeric indicators of water quality improvement.
- Acres of wetlands restored or other habitat type.
- Percentage of land area where Low Impact Development has been or will be implemented to achieve water quality improvements and/or other habitat enhancements.

Additional information regarding EPA's definition of environmental results in terms of "outputs" and "outcomes" can be found at: <http://www2.epa.gov/sfbay-delta/environmental-results>.

D. Statutory Authority. The funds for the awards under this announcement were appropriated to EPA in the Consolidated Appropriations Act, 2014, and will be awarded under Section 320 of the Clean Water Act (CWA) (National Estuary Program), 33 U.S.C. §1330.

II. Award Information

A. Available Funding. The total amount available under this announcement is approximately \$5 million. The amount of federal funding per award is estimated to range from approximately \$800,000 to \$2,000,000. EPA anticipates awarding 3 to 5 grants under this solicitation.

Funding for the projects is not guaranteed and is subject to the availability of funds, the evaluation of proposals based on the criteria in this announcement, and other applicable considerations. In addition, EPA reserves the right to make no awards, or fewer awards than expected under this announcement. Further, award of funding through this competition is not a guarantee of future funding.

EPA also reserves the right to make additional awards under this announcement consistent with Agency policy if additional funding becomes available after the original selection decisions. Any additional selections for awards will be made no later than six months after the original selection decisions.

B. Project Period for Awards. The estimated project period for awards resulting from this solicitation will begin in September 2014. Proposed project periods may be up to 4 years.

C. Partial Funding. In appropriate circumstances, EPA reserves the right to partially fund proposals/applications under this announcement by funding discrete activities, portions, or phases of proposed projects. If EPA decides to partially fund a proposal, it will do so in a manner that does not prejudice any applicants or affect the basis upon which the proposal/application, or portion(s) thereof, was evaluated and selected for award, and that maintains the integrity of the competition and selection process.

D. Funding Type. Projects selected will receive funding in the form of grants.

III. Eligibility Information

A. Eligible Applicants. The following entities are eligible to apply for funding under this announcement unless restricted by the authorizing statute(s): State, local government agencies, districts, and councils; regional water pollution control agencies and entities; State coastal zone management agencies; public and private universities and colleges, and; and public or private non-governmental, non-profit institutions. Non-profit organizations must have documentation of non-profit status from the U.S. Internal Revenue Service or their state of incorporation, except that non-profits organizations as defined in Section 501(c)(4) of the Internal Revenue Code that engage in lobbying as defined in Section 3 of the Lobbying Disclosure Act 1995 or superseding legislation are ineligible.

B. Cost Sharing/Match Requirement. Matching funds of a minimum of 50% of the total project cost are required under this competition based on the requirements of Section 320 of the CWA. Accordingly, EPA is requiring applicants to identify the non-federal match of 50% on Form 424(A). A 50% match means EPA will fund a maximum of 50% of the total project cost, which is essentially an equal cost share of the total project cost with the applicant. Matching funds can come in the form of cash and in-kind contributions, such as the use of volunteers and/or donated time, equipment, expertise, etc., consistent with the regulations governing matching fund requirements (40 CFR 31.24 or 40 CFR 30.23) from your own organization and/or your project partners. Federal funds may not be used to meet the match requirement for this grant program unless authorized by the statute governing their use.

C. Threshold Eligibility Criteria. These are requirements which if not met by the time of initial proposal submission will result in elimination of the proposal from further consideration for funding. Only initial proposals that meet all of these criteria will be ranked against the evaluation criteria (see Section V) of this announcement. Applicants deemed ineligible for funding consideration as a result of the threshold eligibility review will be notified within 15 calendar days of the ineligibility determination.

- 1. Applicant Eligibility:** Applicants must meet the applicant eligibility requirements described in Section III. A.
- 2. Priorities:** Initial proposals must demonstrate that the project(s) protects and restores the water quality (including aquatic habitat) in the San Francisco Bay and its watersheds.
- 3. EPA Strategic Plan:** Initial proposals must support Strategic Plan Goal 2 of EPA's Strategic Plan as specified in Section I.C.1.
- 4. Fifty (50) % Match:** Applicants must demonstrate in their initial proposal how they will provide a minimum 50% match of the total project cost as described in Section III. B.
- 5. CCMP Consistency:** Initial proposals must describe how the proposed activities are consistent with SFEP's CCMP by reviewing Attachment A and identifying relevant CCMP objective(s) and action(s) to be implemented by the project.
- 6. Substantial Compliance:** Initial proposals must substantially comply with the proposal submission instructions and requirements set forth in Section IV or else they will be rejected. However, where a page limit is expressed in Section IV with respect to the proposal narrative, pages in excess of the page limitation will not be reviewed.
- 7. Project Location:** Projects must occur within one or more of the nine Bay Area counties (Marin, Napa, Sonoma, Solano, Contra Costa, Alameda, Santa Clara, San Mateo, and San Francisco).
- 8a. Initial Proposal Submission:** Initial proposals must be received by EPA via Grants.gov, mail, overnight delivery, hand delivery, or courier service by **5:00pm Pacific Standard Time on April 30, 2014**, as specified in Section IV of this announcement. Applicants are responsible for ensuring that their initial proposals reach the designated person/office specified in Section IV of the announcement by the submission deadline. Failure to do so may result in your proposal not being reviewed.
 - b.** Proposals received after the submission deadline will be considered late and returned to sender without further consideration unless the applicant can clearly demonstrate that it was late due to EPA mishandling or because of technical difficulties associated with www.grants.gov. Where Section IV requires initial proposal receipt by a specific person/office by the submission deadline, receipt by an agency mailroom is not sufficient.
 - c.** Initial proposals submitted by fax or emailed directly to EPA Region 9 will not be considered.
- 9. Ineligible Activities:** If a proposal is submitted that includes any ineligible tasks or activities, that portion of the proposal will be ineligible for funding and may, depending on the extent to which it affects the proposal, render the entire proposal ineligible for funding.

IV. Proposal and Submission Information

A. Form of Initial Proposal Submission and Deadline. Applicants have the option to submit their initial proposal in *one* of two ways: electronically via www.grants.gov or hard copy and CD by regular first class US Postal Service mail, overnight delivery, hand delivery, or courier service. Complete initial proposal packages must be submitted electronically through grants.gov or **received** by EPA Region 9 at the address below by **5:00pm Pacific Standard Time on April 30, 2014.**

1. Grants.gov – Electronic submission. Applicants who wish to submit their initial proposals electronically through the federal government’s Grants.gov website may do so. Grants.gov allows an applicant to download an application package template and complete the package offline based on agency instructions. After an applicant completes the required package, they can submit the package electronically to Grants.gov, which transmits the package to EPA. Complete instructions for submitting applications via grants.gov are included as Attachment B to this announcement.

2. Hard Copy and Compact Disc (CD). If selecting this method of submission, applicants must send two hard copies of the initial proposal package as described below in Section IV.C., and a CD of the initial proposal package via mail, overnight delivery, hand delivery, or courier service. To reduce paper use, applicants are requested to submit double-sided printed proposals. **Please address all submissions to:**

**ATTN: Luisa Valiela, SF Bay Water Quality Improvement Fund,
EPA Region 9 (WTR-3), 75 Hawthorne Street, San Francisco, CA 94105**

The CD may contain files in Adobe Portable Document Format (.pdf), Microsoft Word (.doc), or WordPerfect (.wpd). Maps will need to be scanned so that they can be submitted as part of the CD. Pictures and/or computer generated maps may be included as separate files using .jpg or .tif format.

B. Content of Initial Proposal Submission. Applicants must include the information outlined below in their initial proposals regardless of mode of submission. Initial proposals (the proposal narrative sections as described below) must be no longer than **six pages in total** (8 ½ x 11 inches, single spaced); pages in excess of this page limitation will not be reviewed. Applicants must also ensure that, to the extent not otherwise addressed below, their initial proposals provide information addressing all of the initial proposal evaluation criteria identified in Section V.A. and the threshold eligibility criteria identified in III.C. Forms 424 and 424(A), and a map DO NOT count toward the six page limit.

Initial Proposal Submission Content	
Applicant Information on Federal Assistance Standard Form 424	Include applicant (organization) name, address, contact person, phone number, fax and e-mail address. This form also requires a registration in the System for Award Management (SAM.gov), a Dun and Bradstreet (D&B), and Data Universal Numbering

	<p>System (DUNS) number (see Section VI.C. for more information).</p> <p>http://www.epa.gov/ogd/AppKit/application.htm</p>
Budget Summary on Federal Assistance Standard Form 424(A)	<p>Provide overall budget information on the form's tabular format including the specific amount being requested from EPA, the required match, and the total project cost.</p> <p>http://www.epa.gov/ogd/AppKit/application.htm</p>
<p>Proposal Narrative</p> <p><u>Project Scope & Approach</u></p> <p>(part of the 6-page limit)</p>	<p>Please describe the following: <u>Water quality problem</u>- Identify the watersheds and/or waterbodies to be addressed and discuss the specific water quality and environmental problems that will be addressed by project activities.</p> <p><u>Project activities</u>- Describe the proposed activities and highlight the plans and assessments that form the basis for the activities and expected results.</p> <p><u>Climate change</u>- As appropriate to each project type (e.g. wetlands restoration, stormwater treatment, etc.), briefly describe how anticipated climate change considerations were factored into the proposed activities.</p> <p><u>Timeframe</u>- Identify the timeframe for activities and environmental results. If planning and assessment activities are proposed, describe the likelihood of implementation, including key next steps, funding and timeframe for environmental results.</p> <p><u>Attachment A</u>- Review Attachment A concerning SFEP's CCMP and briefly list the relevant CCMP objectives and actions to be implemented by the project.</p>
<p>Proposal Narrative</p> <p><u>Environmental Results (Outputs/Outcomes)</u></p> <p>(part of the 6-page limit)</p>	<p>Clearly describe the expected project outputs (Section I.C.2) and outcomes (Section I.C.3). Please see the example "Output and Outcome Summary Table"* below as a suggested format to provide the required information.</p> <p><u>Quantify</u>- Be specific in quantifying the anticipated outputs and outcomes, especially outcomes related to water quality and habitat enhancements.</p> <p><u>Provide context</u>- Discuss the extent, magnitude and significance of the anticipated outcomes. For example, identify pollutant load reductions to be achieved in terms of the overall reductions and timeframe necessary to achieve water quality standards.</p> <p><u>Timeframe</u>- Outputs and outcomes achievable beyond the assistance agreement funding period should be included.</p> <p><u>Tracking</u>- Identify how progress towards achieving the outputs and outcomes will be tracked and measured over the expected project time period. For some projects, this may include monitoring and the production of a Quality Assurance Project Plan (QAPP).</p> <p><u>Geographic Location</u>- Identify the geographic area by</p>

	watershed and/or more specific location of the project(s).
Map	Provide a map of the watershed and the proposed work areas related to the project or, if more appropriate, provide a schematic that helps explain the proposed project activities.

*EXAMPLE: Outputs & Outcomes Summary Table		
OUTPUTS (activity, effort, and/or work product during project period)	OUTCOMES (environmental results)	
	SHORT-TERM (1-5YRS)	LONG-TERM (5-20+YRS)

C. Content for Full Proposals Once EPA Notifies Selected Applicants. Full proposals will be requested from those eligible applicants whose initial proposals score highly in the initial evaluation described in Section V. After the initial evaluation, such applicants will be provided with instructions and notification to proceed with submitting a full proposal by a required date that will be specified in the notification. Applicants who are not selected to submit final proposals will be notified in writing that they have not been selected to submit a final proposal. Those who make it to the second phase will be asked to provide a more in depth proposal, including details on the project’s partners, tasks and schedule, programmatic capability, and past performance. Full proposals must be no longer than **ten pages** (8 ½ x 11 inches, single spaced); pages in excess of this page limitation will not be reviewed. Complete instructions for the full proposal will be provided to applicants in the notification letter described above which will require applicants to, among other things, include the information outlined below in their full proposals and address the evaluation criteria for the full proposals. Letters of support and any required grant forms provided DO NOT count toward the ten page limit.

Full Proposal Submission Content	
Partnerships	Describe your project partners and community involvement in carrying out your project. Provide letters of support from

	<p>project partners to substantiate their role. Provide specifics as to the roles the partners will play to support the proposed project activities. Specifically describe whether the project partners establish or enhance new and unique relationships that contribute to expected environmental results and include agencies that have purview over water quality and land use decisions.</p>
Budget Detail	<p>Clearly explain how EPA funds will be used. This section provides an opportunity for a narrative description of the budget found in the SF 424(A). Applicants must itemize costs related to personnel, fringe benefits, contractual costs, travel, equipment, supplies, other direct costs, indirect costs, and total costs. Explanations of the costs associated with each project task, including match amounts in full or in part from project partners, should be provided. Description of costs should correspond to figures presented in the SF 424(A). A table highlighting key tasks and/or outputs for the length of the project with the associated budget breakdown is recommended. Discuss whether the overall project costs and the various components are cost-effective in furthering future implementation.</p>
Programmatic Capability and Past Performance	<p><u>Grant history</u>- Submit a list of federally and/or non federally funded assistance agreements (assistance agreements include federal grants and cooperative agreements but not federal contracts) similar in size, scope and relevance to the proposed project that your organization performed within the last three years (no more than 5 agreements and preferably EPA agreements), and describe how you were technically able to successfully complete and manage those agreements. <u>Reporting history</u>- For the grants listed above, describe your history of meeting the reporting requirements under those agreements, including whether you reported timely progress towards achieving the expected outputs and outcomes of those agreements (and if not, explain why not) and whether you submitted acceptable final technical reports. <u>Organizational experience</u>- Provide information on your organizational experience and plan for timely and successfully achieving the objectives of the proposed project. <u>Staff experience</u>- Provide information on your staff expertise/qualifications, staff knowledge, and resources or the ability to obtain them, to successfully achieve the goals of the proposed project.</p>
Expenditure of Awarded Grant Funds	<p>Provide information on the approach, procedures, and controls for ensuring that awarded grant funds will be expended in a timely and efficient manner.</p>

D. Intergovernmental Review. If selected for award, applicants must comply with the Intergovernmental Review Process and/or consultation provisions of Executive Order 12372. EPA’s implementing regulations for this Executive Order can be found at 40 CFR Part 29.1-29.13. Applicants should consult the office or official designated as the single point of contact (SPOC) in their state for more information on the process the state requires to be followed in applying for assistance if the state has selected the program for review. You may find a listing of SPOCs at the following website maintained by the Office of Management and Budget: http://www.whitehouse.gov/omb/grants_spoc.

E. Contracts and Subawards/Subgrants. EPA awards funds to one eligible applicant as the “recipient” even if other eligible applicants are named as “partners” or “co-applicants” or members of a “coalition” or “consortium.” The recipient is accountable to EPA for the proper expenditure of funds and reporting requirements.

1. Subawards, Contracts, and Partnerships. Funding may be used to provide subgrants or subawards of financial assistance, which includes using subawards or subgrants to fund partnerships , provided the recipient complies with applicable requirements for subawards or subgrants including those contained in 40 CFR Parts 30 or 31, as appropriate. Applicants must compete contracts for services and products, including consultant contracts, and conduct cost and price analyses, to the extent required by the procurement provisions of the regulations at 40 CFR Parts 30 or 31, as appropriate. The regulations also contain limitations on consultant compensation. Applicants are not required to identify subawardees/subgrantees and/or contractors (including consultants) in their proposal/application. However, if they do, the fact that an applicant selected for award has named a specific subawardee/subgrantee, contractor, or consultant in the proposal/application EPA selects for funding does not relieve the applicant of its obligations to comply with subaward/subgrant and/or competitive procurement requirements as appropriate. Please note that applicants may not award sole source contracts to consulting, engineering or other firms assisting applicants with the proposal solely based on the firm's role in preparing the proposal/application.

Successful applicants cannot use subgrants or subawards to avoid requirements in EPA grant regulations for competitive procurement by using these instruments to acquire commercial services or products from for-profit organizations to carry out its assistance agreement. The nature of the transaction between the recipient and the subawardee or subgrantee must be consistent with the standards for distinguishing between vendor transactions and subrecipient assistance under Subpart B Section .210 of OMB Circular A-133 , and the definitions of subaward at 40 CFR 30.2(ff) or subgrant at 40 CFR 31.3, as applicable. EPA will not be a party to these transactions. Applicants acquiring commercial goods or services must comply with the competitive procurement standards in 40 CFR Part 30 or 40 CFR Part 31.36 and cannot use a subaward/subgrant as the funding mechanism

2. Subawardee and Contractor Consideration during Evaluation. Section V of the announcement describes the evaluation criteria and evaluation process that will be used by EPA to make selections under this announcement. During this evaluation, except for

those criteria that relate to the applicant's own qualifications, past performance, and reporting history, the review panel will consider, as appropriate and relevant, the qualifications, expertise, and experience of:

- (i) an applicant's named subawardees/subgrantees identified in the proposal/application if the applicant demonstrates in the proposal/application that if it receives an award that the subaward/subgrant will be properly awarded consistent with the applicable regulations in 40 CFR Parts 30 or 31. For example, applicants must not use subawards/subgrants to obtain commercial services or products from for profit firms or individual consultants.
- (ii) an applicant's named contractor(s), including consultants, identified in the proposal/application if the applicant demonstrates in its proposal/application that the contractor(s) was selected in compliance with the competitive Procurement Standards in 40 CFR Part 30 or 40 CFR 31.36 as appropriate. For example, an applicant must demonstrate that it selected the contractor(s) competitively or that a proper non-competitive sole-source award consistent with the regulations will be made to the contractor(s), that efforts were made to provide small and disadvantaged businesses with opportunities to compete, and that some form of cost or price analysis was conducted. EPA may not accept sole source justifications for contracts for services or products that are otherwise readily available in the commercial marketplace.

EPA will not consider the qualification, experience, and expertise of named subawardees/subgrantees and/or named contractors during the proposal evaluation process unless the applicant complies with these requirements.

F. Additional Provisions for Applicants under this Solicitation. Additional provisions that apply to this solicitation and/or awards made under this solicitation, including those related to confidential business information, proposal assistance and communications, management fees, and others can be found at http://www.epa.gov/ogd/competition/solicitation_provisions.htm. **These provisions are important and applicants must review them when preparing proposals for this solicitation.** If you are unable to access these provisions electronically at the website above, please communicate with the EPA contact listed in this solicitation to obtain the provisions.

V. Proposal Review Information

A. Evaluation Criteria.

Initial proposals and full proposals will be evaluated and scored by reviewers using the applicable criteria listed below. Each initial proposal may receive up to 100 points and each full proposal may receive up to 100 points. Applicants should explicitly address these criteria as part of their submittals.

1. Initial Proposal Evaluation Criteria (100 pts)

Points	Initial Proposal Evaluation Criteria
45	<p>1. <u>Scope/Approach:</u> Under this criterion, proposals will be evaluated based on whether they present:</p> <ul style="list-style-type: none"> • a technically/scientifically sound approach for the specific water quality and environmental problems to be addressed by the project activities, including appropriate considerations for anticipated climate change effects. (20 pts) • a description of the environmental significance of the project. (15 pts) • activities based on existing plans and assessments, such as watershed plans and TMDLs and/or associated analysis; or for proposed planning and assessment activities the likelihood of subsequent implementation. (10 pts)
45	<p>2. <u>Environmental Results—Outputs and Outcomes:</u> Under this criterion, proposals will be evaluated based on how well they demonstrate:</p> <ul style="list-style-type: none"> • well defined outputs throughout the project timeframe. (5 pts) • that significant environmental results (outcomes), such as specific (quantitative) water quality and aquatic habitat results, will be achieved by the project. (20 pts) • an effective plan for tracking and measuring progress toward achieving expected project outputs and outcomes, including those identified in Section I. (10 pts) • the extent to which significant environmental results will be achieved by the project in a geographic area that has not yet received SFBWQIF funding. (10 pts) <p><i>Note: EPA will consider the quality and scope of the monitoring component to measure environmental results under this criterion. If monitoring is not an appropriate project activity necessary to achieve and document results, proposals will not receive a lower rating under this criterion.</i></p>
10	<p>3. <u>Budget Summary:</u> Under this criterion, proposals will be evaluated based on whether the budget as presented in Form 424(A) is reasonable given the project scope and environmental results proposed. (10 pts)</p>

2. Full Proposal Evaluation Criteria (100 pts)

Points	Full Proposal Evaluation Criteria
35	<p>1. <u>Partnerships:</u> Under this criterion, proposals will be evaluated based on whether they demonstrate:</p> <ul style="list-style-type: none"> • strong partnerships and community involvement, particularly those that establish or enhance new and unique relationships that contribute to expected environmental results and include agencies that have purview over water quality and land use decisions. (20 pts) • specifics as to the roles the partners will play to support the proposed project activities. Letters of support provided by partners to substantiate their role will be reviewed. (15 pts)

40	<p>2. Budget Detail: Under this criterion, proposals will be evaluated based on:</p> <ul style="list-style-type: none"> the level of detailed budget information provided which should include an approximation of the cost allocated for each major activity over the project's expected timeline. Budget resources necessary for completing a Quality Assurance Project Plan (QAPP), if applicable, sharing project information broadly, and reporting progress, are expected to be included. (25 pts) whether the overall project costs and the various components are cost-effective and reasonable in furthering future implementation of similar activities. (15 pts)
20	<p>3. Programmatic Capability and Past Performance: Under this criterion, proposals will be evaluated based on the applicant's:</p> <ul style="list-style-type: none"> past performance in successfully completing and managing the assistance agreements identified in the full proposal narrative as described in Section IV.C of the announcement. (5 pts) history of meeting the reporting requirements under the assistance agreements identified in the full proposal narrative as described in Section IV.C of the announcement including whether the applicant submitted acceptable final technical reports under those agreements and the extent to which the applicant adequately and timely reported on their progress towards achieving the expected outputs and outcomes under those agreements and if such progress was not being made whether the applicant adequately reported why not. (5 pts) organizational experience and plan for timely and successfully achieving the objectives of the proposed project. (5 pts) staff expertise/qualifications, staff knowledge, and resources or the ability to obtain them, to successfully achieve the goals of the proposed project. (5 pts) <p><i>Note: In evaluating applicants under the first two items of this criterion, EPA will consider the information provided by the applicant and may also consider relevant information from other sources including agency files and/or prior/current grantors (e.g., to verify and/or supplement the information supplied by the applicant). If you do not have any relevant or available past performance or reporting information, please indicate this in the proposal and you will receive a neutral score for these subfactors (the first two items above-a neutral score is half of the total points available in a subset of possible points). If you do not provide any response for these items, you may receive a score of 0 for these factors.</i></p>
5	<p>4. Expenditure of Awarded Grant Funds: Under this criterion, proposals will be evaluated based on their approach, procedures, and controls for ensuring that awarded grant funds will be expended in a timely and efficient manner.</p>

B. Review and Selection Process.

1. Initial Proposals. Eligible initial proposals will be evaluated by the EPA Region 9 Review Committee which will score and rank the proposals using the evaluation criteria identified above in Section V.A.1. The Review Committee will consist of EPA staff and may also include representatives from other state or Federal agencies.

Applicants with the highest ranking initial proposals will be invited to submit full proposals.

2. Full Proposals. Those applicants identified to submit full proposals for review will be notified by EPA and will be asked to submit additional information requested by EPA (including the information identified in Section IV.C.) and address the full proposal evaluation criteria in Section V.A.2. The Review Committee will rank and score each full proposal based on the evaluation criteria described above in Section V.A.2.
3. Final Selections and Awards. The Review Committee will provide rankings and funding recommendations based on the full proposal scores to the selection official (Director of EPA Region 9 Water Division.) Final funding decisions will be made by the selection official, after consultation with the Regional Administrator. In making the final funding decisions, the selection official may also take into account the following factors: geographic distribution of funds, diversity of projects, and availability of funds. Applicants selected for funding will be asked to submit a final application package in order to award funds.

VI. Award Administration Information

A. Award Notices. EPA anticipates notification to successful applicants will be made via electronic and/or postal mail by August 2014. The notification will be sent to the original signer of the proposal or the project contact listed in the proposal. This notification, which informs the applicant that its proposal has been selected and is being recommended for award, is not an authorization to begin work. The official notification of an award will be made by EPA's Grants Management Office. Applicants are cautioned that only a grants officer is authorized to bind the Government to the expenditure of funds; selection does not guarantee an award will be made. For example, statutory authorization, funding or other issues discovered during the award process may affect the ability of EPA to make an award to an applicant. The award notice, signed by an EPA grants officer, is the authorizing document and will be provided through electronic or postal mail. The successful applicant may need to prepare and submit additional documents and forms (e.g., work plan), which must be approved by EPA, before the grant can officially be awarded. The time between notification of selection and award of a grant can take up to 90 days or longer.

Unsuccessful applicants will receive notification by email or telephone within 15 days of the final selections for award.

EPA reserves the right to negotiate and/or adjust the final grant amount and work plan content prior to award, as appropriate and consistent with Agency policy including the Assistance Agreement Competition Policy, EPA Order 5700.5A1. An approvable work plan is required to include:

1. Work plan components to be funded under the grant;
2. Estimated funding amounts for each work plan component;

3. Work plan commitments/outputs for each work plan component and a timeframe for their accomplishment;
4. Performance evaluation process and reporting schedule; and
5. Roles and responsibilities of the recipient and EPA in carrying out the work plan commitments.

In addition, successful applicants will be required to certify that they have not been Debarred or Suspended from participation in federal assistance awards in accordance with 2 CFR Part 180.

B. Administrative and National Policy Requirements. The general award and administration process for all San Francisco Bay Water Quality Improvement Funds is governed by regulations at 40 CFR Part 30 ("Uniform Administrative Requirements for Grants and Agreements to Institutions of Higher Education, Hospitals, and Other Non-profit Organizations") and 40 CFR Part 31 ("Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments"). All costs incurred under this program must be allowable under the applicable Code of Federal Regulation (formerly Office of Management and Budget (OMB) Cost Circulars): 2CFR 225 (formerly A-87) for States and local governments, 2 CFR 230 (formerly A-122) for nonprofit organizations, or 2 CFR 220 (formerly A-21) for universities. Copies of these circulars can be found at <http://www.whitehouse.gov/omb/circulars/>. In accordance with EPA policy and the OMB circulars, as appropriate, any recipient of funding must agree not to use assistance funds for lobbying, fund-raising, or political activities (i.e., lobbying members of Congress or lobbying for other Federal grants, cooperative agreements, or contracts.)

C. Reporting Requirements. Project monitoring and reporting requirements can be found in 40 CFR Part 30.50-30.52, 40 CFR Part 31.40-31.41. In general, recipients are responsible for managing the day-to-day operations and activities supported by the grant or cooperative agreement to assure compliance with applicable federal requirements, and for ensuring that established milestones and performance goals are being achieved. Performance reports and financial reports must be submitted quarterly and are due 30 days after the reporting period. The format for these reports will be identified during the grant application time frame, and will include reporting on established performance measures indicated in the project description (i.e., goals, outputs and outcomes). The final report is due 90 days after the assistance agreement has expired.

D. Pre-award Costs. Under this solicitation, EPA may consider the selected applicant's request to be reimbursed for costs incurred prior to the grant award. However, such costs must comply with the cost principles of 2 CFR 220 or 225. Therefore, if costs are incurred before the award, they are incurred at the applicant's own risk. In addition, pre-award costs do not include any direct costs associated with responding to a solicitation or in finalizing the application package.

E. Compliance with the National Environmental Policy Act and other applicable environmental laws. Projects funded by the SFBWQIF are authorized under Section

320 of the Clean Water Act (CWA) also referred to as the National Estuary Program (NEP). The NEP does not require compliance with the National Environmental Policy Act (NEPA) pursuant to section 511 (c) (1) of the CWA, 33 U.S.C. §1371(c) (1). However, compliance with other Federal environmental laws, such as the Endangered Species Act and the National Historic Preservation Act, and state laws and regulations may be required.

F. Competency of Organizations Generating Environmental Measurement Data. In accordance with EPA's Policy to Assure the Competency of Organizations Generating Environmental Measurement Data under Agency-Funded Assistance Agreements, successful applicants/recipients for awards under this competition that are expected to exceed \$200,000 in federal funding that involve the generation or use of environmental data must demonstrate competency to perform such work either prior to award, or if that is not practicable or will delay the award, prior to beginning any work involving the generation or use of environmental data under the agreement. Applicants that demonstrate competency prior to award must maintain competency, as appropriate, during the award period. Applicants that do not address competency prior to award must demonstrate competency prior to beginning any work involving the generation or use of environmental data under the agreement and maintain competency, as appropriate, during the award period. A copy of the Policy is available online at <http://www.epa.gov/fem/pdfs/competency-policy-aaia-new.pdf> or a copy may also be requested by contacting the person listed in Section VII of the announcement.

G. Additional Provisions for Applicants under this Solicitation. Additional provisions that apply to this solicitation and/or awards made under this solicitation, including but not limited to those related to human subjects, DUNS, registration in the System of Award Management (SAM), copyrights, disputes, and administrative capability, can be found at http://www.epa.gov/ogd/competition/solicitation_provisions.htm. These, and the other provisions that can be found at the website link, are important, and applicants must review them when preparing proposals for this solicitation. If you are unable to access these provisions electronically at the website above, please communicate with the EPA contact listed in this solicitation to obtain the provisions.

VII. Agency Contact

For additional information, please contact:

Luisa Valiela
EPA Region 9, Watersheds Office (WTR-3)
San Francisco, CA 94105
415-972-3400
valiela.luisa@epa.gov

VIII. Other Information

A. Quality Assurance and Quality Control (QA/QC). Certain quality assurance and/or quality control (QA/QC) and peer review requirements are applicable to the collection of environmental data. Environmental data are any measurements or information that describe environmental processes, location, or condition; ecological or health effects and consequences; or the performance of environmental technology. Environmental data also include information collected directly from measurements, produced from models, and obtained from other sources such as data bases or published literature. Regulations pertaining to QA/QC requirements can be found in 40 CFR Parts 30.54 and 31.45. Additional guidance can be found at http://www.epa.gov/QUALITY/qa_docs.html. Applicants should allow sufficient time and resources for this process in their proposed projects. If your organization does not have a Quality Management System in place, one must be developed. A project specific Quality Assurance Project Plan (QAPP) must be submitted and approved by EPA if your project includes sampling of any kind. If your proposal is selected and a QAPP required, you are encouraged to contact the EPA's QA Office at 415-972-3411 as soon as possible to discuss the process and set up a schedule for review. Allow 3-4 months in your timeline for approval of these plans.

B. Assistance Agreement Terms and Conditions. As a Term and Condition of the grant, recipients will be required to institute standardized reporting requirements into their work plans and include such costs in their budgets. All environmental data generated as part of the project should be comparable to the state's Surface Water Ambient Monitoring Program (SWAMP).

C. Useful References. This information is for reference purposes only. See Section VI.F. above for EPA's website guidelines.

- **S.F. Bay Area TMDLs and 303(d) List of Impaired Water Bodies**
http://www.waterboards.ca.gov/sanfranciscobay/water_issues/programs/TMDLs/
- **California Surface Water Ambient Monitoring Program (SWAMP)**
http://www.waterboards.ca.gov/water_issues/programs/swamp/
- **S.F. Bay Regional Water Quality Control Board Basin Plan**
http://www.swrcb.ca.gov/sanfranciscobay/basin_planning.shtml
- **Handbook for Developing Watershed Plans to Restore and Protect Our Waters**
http://www.epa.gov/nps/watershed_handbook/
- **EPA Region 9 Watershed Priorities**
<http://www.epa.gov/region09/water/watershed/index.html>
- **SF Bay Regional Monitoring Program (RMP)**
<http://www.sfei.org/rmp/>

- **San Francisco Bay Delta Comprehensive Conservation and Management Plan**
<http://www.sfestuary.org/about-the-estuary/documents-reports/>
- **Bay Area Integrated Regional Water Management Plan**
<http://bairwmp.org/>
- **Association of Bay Area Governments FOCUS Program**
<http://www.bayareavision.org/>
- **San Francisco Bay Area Wetlands Regional Monitoring Program**
<http://wrmp.org/protocols.html#protocols>
- **Bay Area's Baylands Ecosystem Habitat Goals**
<http://www.sfei.org/sites/default/files/sfbaygoals031799.pdf>

Attachment A: SFEP CCMP Objectives and Actions San Francisco Bay Water Quality Improvement Fund

2014 Request for Initial Proposals

Review this list to indicate the San Francisco Estuary Partnership’s Comprehensive Conservation and Management Plan (CCMP) Objective(s) and Action(s) to be addressed by your proposed activities. The list includes the CCMP objectives and actions that address the program priorities for this grant program. Proposals must demonstrate consistency with the SFEP CCMP by indicating the CCMP objective(s) and action(s) to be implemented. Provide this information in the proposal narrative section of your initial proposal.

AQUATIC RESOURCES	
Objective AR-2	Species-specific and non-indigenous management actions
Action AR-2.3	Control problem non-native invasive species
Action AR-2.7	Identify & control fish contaminants
Objective AR-4	Water management, flows affecting aquatic resources
Action AR-4.7	Protect shaded riverine aquatic habitats
Action AR-4.8	Increase shaded riverine aquatic habitat
Action AR-4.9	Protect & maintain tule islands, tidal wetlands & berms
Action AR-4.10	Decrease adverse effects of dredging & flood control
Action AR-4.11	Protect remnant stream habitats
Action AR-4.12	Protect marshes, wetlands, and tidal sloughs
Objective AR-6	Develop & implement Upper Estuary programs
Action AR 6.6	Bay tributary stream flow analysis and stream restoration
Objective AR-7	Protect, enhance, and restore subtidal habitats
Objective AR-9	Reduce and prevent marine debris
Action AR-9.1	Improve understanding of types and impacts of marine debris
Action AR-9.2	Expand existing prevention and cleanup programs

WILDLIFE	
Objective WL-1	Create & restore critical plant & animal habitats
Action WL-1.1	Restore tidal salt marsh for clapper rail & salt marsh mouse
Action WL-1.3	Acquire & restore wetlands
Action WL-1.4	Restore tidal marshes
Action WL-1.5	Identify, convert, or restore non-wetlands to wetlands or riparian

WETLANDS MANAGEMENT	
Objective WT-1	Create a comprehensive Estuary-wide wetlands management program
Action WT-1.3	Protect wetland buffer areas; transitional habitats
Action WT-1.4	Identify & protect & restore seasonal wetlands
Objective WT-3	Protect wetlands and expand acquisition
Action WT-3.2	Expand financial & technical assistance to landowners
Action WT-3.3	Encourage wetland protection bylaws
Objective WT-4	Expand wetland resource base
Action WT-4.1	Identify, convert, restore non-wetland to wetlands or riparian
Action WT-4.2	Prevent non-native invasive species in wetland restoration projects
Action WT-4.3	Identify, develop & implement success criteria for wetland restoration
Objective WT-5	Improve regional monitoring & tracking of restoration projects
Action WT-5.1.1	Implement wetlands tracking, data management & coordination

POLLUTION PREVENTION	
Objective PO-1	Reduce pollutants by establishing a Pollution Prevention Program
Action PO-1.2	Use effluent credits to encourage treating urban runoff
Action PO-1.4.1	Improve agricultural practices to reduce pollutants
Action PO-1.4.2	Implement control measures to reduce ag pollution
Action PO-1.8	Pollution prevention to trash, bacteria, sediment & nutrients
Objective PO-2	Improve regulatory systems for point & nonpoint source control
Action PO-2.3	Control selenium and mercury in the Estuary
Action PO-2.4	Urban runoff management update
Action PO-2.5	Control measures for energy & transportation systems
Action PO-2.6	Control agricultural sources of toxic substances
Action PO-2.7	Reduce toxic loadings from mines
Objective PO-3	Remediate pollution threats to public health and wildlife
Action PO-3.1	Cleanup of contaminated sites—new priorities
Action PO-3.2	Expedite cleanup of contaminated sites—improve processes
Action PO-3.3	Funding of large-scale infrastructure improvements
Objective PO-4	Improve water quality by restoring tidal wetlands, riparian & floodplains
Action PO-4.1	Incentives to restore stream and wetland functions
Action PO-4.2	Appropriate regulatory oversight and collaboration
Action PO-4.3	Encourage opportunistic stream/wetland restoration

WATER USE	
Objective WU-2	Develop water conservation methods & facilities
Action WU-2.1	Ensure efficient agricultural water management
Action WU-2.2	New methods of agricultural conservation
Action WU-2.3	Water districts & municipalities develop conservation measures

LAND USE AND WATERSHED MANAGEMENT	
Objective LU-1	Improve planning, regulatory, and development programs of local, regional, and state agencies to protect resources of the Estuary
Action LU-1.1	Local general plans should incorporate watershed protection
Action LU-1.1.1	Incorporate nonpoint source controls into local govt. & businesses
Action LU-1.5	Promote stormwater BMPs and guidelines for site planning
Action LU-1.6	Educate and train planners, public works depts. & builders on sustainable design and building practices
Objective LU-2	Coordinate and improve integrated regional land use management
Action LU-2.3	Adopt & implement regional polices to protect and restore natural floodplains
Action LU-2.6	Prepare and implement Watershed Management Plans
Action LU-2.7	Adopt & implement natural stream & wetland function policies
Action LU-2.8	Increase incentives to economically disadvantaged communities
Objective LU-5	Develop new public & private economic incentives for protection
Action LU-5.3	Promote private sector protection & restoration efforts

Attachment B: GRANTS.GOV INSTRUCTIONS San Francisco Bay Water Quality Improvement Fund

2014 Request for Initial Proposals

1. ELECTRONIC SUBMISSION

The electronic submission of your initial proposal must be made by an official representative of your institution who is registered with Grants.gov and is authorized to sign applications for Federal assistance. For more information on the registration requirements that must be completed in order to submit an application through grants.gov, go to <http://www.grants.gov> and click on “Applicants” on the top of the page and then go to the “Get Registered” link on the page. If your organization is not currently registered with Grants.gov, please encourage your office to designate an Authorized Organization Representative (AOR) and ask that individual to begin the registration process as soon as possible. Please note that the registration process also requires that your organization have a DUNS number and a current registration with the System for Award Management (SAM) and the process of obtaining both could take a month or more. Applicants must ensure that all registration requirements are met in order to apply for this opportunity through grants.gov and should ensure that all such requirements have been met well in advance of the submission deadline. Registration on grants.gov, SAM.gov, and DUNS number assignment is FREE.

To begin the application process under this grant announcement, go to <http://www.grants.gov> and click on “Applicants” on the top of the page and then “Apply for Grants” from the dropdown menu and then follow the instructions accordingly. Please note: To apply through grants.gov, you must use Adobe Reader software and download the compatible Adobe Reader version. For more information about Adobe Reader, to verify compatibility, or to download the free software, please visit <http://www.grants.gov/web/grants/support/technical-support/software/adobe-reader-compatibility.html>

You may also be able to access the application package for this announcement by searching for the opportunity on <http://www.grants.gov>. Go to <http://www.grants.gov> and then click on “Search Grants” at the top of the page and enter the Funding Opportunity Number, **EPA-R9-WTR3-14-01**, or the CFDA number that applies to the announcement (CFDA 66.126), in the appropriate field and click the Search button. Alternatively, you may be able to access the application package by clicking on the Application Package button at the top right of the synopsis page for the announcement on <http://www.grants.gov>. To find the synopsis page, go to <http://www.grants.gov> and click “Browse Agencies” in the middle of the page and then go to “Environmental Protection Agency” to find the EPA funding opportunities.

Proposal Submission Deadline: Your organization’s AOR must submit your complete initial proposal package electronically to EPA through Grants.gov (<http://www.grants.gov>) no later than April 30, 2014. Please allow for enough time to

successfully submit your application process and allow for unexpected errors that may require you to resubmit.

Please submit *all* of the application materials described below using the grants.gov application package that you downloaded using the instructions above. For additional instructions on completing and submitting the electronic application package, click on the “Show Instructions” tab that is accessible within the application package itself.

2. APPLICATION MATERIALS

The following forms and documents are required under this announcement:

Mandatory Documents:

- Application for Federal Assistance (SF-424)
- Budget Information for Non-Construction Programs (SF-424A)
- Narrative Proposal-prepared as described in Section IV of the announcement
- Other- Map as described in Section IV of the announcement

Application packages submitted through grants.gov will be time and date stamped electronically. If you have not received a confirmation of receipt from EPA (not from grants.gov) within 30 days of the application deadline, please contact Luisa Valiela at (415) 972-3400. Failure to do so may result in your application not being reviewed.



Town of Discovery Bay

"A Community Services District"

AGENDA REPORT

Meeting Date

April 16, 2014

Prepared By: Carol McCool, Administrative Assistant

Submitted By: Rick Howard, General Manager

RH

Agenda Title

Agency Comment Request – Development Plan Application – DP 14-3017, Pantages Bays LLC

Recommended Action

As Necessary

Executive Summary

The Contra Costa County Department of Conservation and Development has requested Board input into a proposed Development Plan Application from Pantages Bays, LLC for consideration of a modified development plan and vesting tentative map in order to change the approved shoring wall from a vertical wall to rip-rap consistent with existing waterfront lots in Discovery Bay.

A diagram of the Pantages Bays residential development is attached.

The Contra Costa County Department of Conservation and Development is seeking Board input into this proposed application.

Fiscal Impact:

Amount Requested \$N/A

Sufficient Budgeted Funds Available?: (If no, see attached fiscal analysis)

Prog/Fund # Category: Pers. Optg. Cap. -or- CIP# Fund#

Previous Relevant Board Actions for This Item

N/A

Attachments

Agency Comment Request – DP 14-3017

AGENDA ITEM: F-3



**COI RA COSTA COUNTY Department
Conservation & Development Community
Development Division**

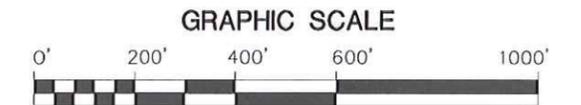
DEVELOPMENT PLAN APPLICATION	
TO BE COMPLETED BY OWNER OR APPLICANT	
PROPERTY OWNER(S) Name C&D Discovery Bay LLC Address 16795 Lark Avenue Suite 106 City, State/Zip Los Gatos CA 95032 Phone 408-399-4393 email dlazares@lazarescompanies.com	APPLICANT Name Pantages at Discovery Bay, LLC Address Same as owner City, State/Zip Phone Same as owner email Same as owner
By signing below, owner agrees to pay all costs, including any accrued interest, if the applicant does not pay costs. x Check here if billings are to be sent to applicant rather than owner. Owner's Signature <u><i>Dave Lazares</i></u>	By signing below, applicant agrees to pay all costs for processing this application plus any accrued interest if the costs are not paid within 30 days of invoicing. Applicant's Signature <u><i>Dave Lazares</i></u>
CONTACT PERSON (optional) Name Dave Lazares Address Same as owner City, State/Zip Phone email	PROJECT DATA Total Parcel Size: 171.2 acrs Proposed Number of Units: 292 single-family units Proposed Square Footage: 6,000 to 16,000 sf lots Estimated Project Value: unknown
Project description (attach supplemental statement if necessary): Applicant and Owner propose modifying the approved Final Development Plan and Vesting Tentative Map in order to change the approved shoring from a vertical wall unique to Discovery Bay to a rip-rap slope consistent with existing waterfront lots in Discovery Bay.	
<input type="checkbox"/> FOR OFFICE USE ONLY <input type="checkbox"/>	

Applicant requests approval of a Modified Development Plan and Vesting Tentative Map in order to change the approved shoring wall from a vertical wall to rip-rap consistent with existing waterfront lots in Discovery Bay.

Ordinance Ref.:	TYPE OF FEE	FEE	CODE	Assessor's #:
Area:	*Base Fee/Deposit	\$	S-	Site Address:
Fire District:	Late Filing Penalty (+50% of above if applicable)		S-066	Zoning District:
Sphere of Influence:	#Units ___ x \$195.00		S-014	Census Tract:
Flood Zone:	_____ Sq. Ft. x \$0.20			Atlas Page:
Panel Number:	Notification Fee	15.00 / 30.00	S-052	General Plan:
x-ref Files:	Fish & Game Posting (if not CEQA exempt)	75.00	S-048	Substandard Lot: YES <input type="checkbox"/> NO <input type="checkbox"/>
	Environmental Health Dept.	57.00	5884	Supervisorial District:
	Other:			Received by:
Concurrent Files:	TOTAL	\$		Date Filed:
	Receipt #			File #DP 14-3017
	*Additional fees based on time and materials will be charged if staff costs exceed base fee.			

INSTRUCTIONS ON REVERSE

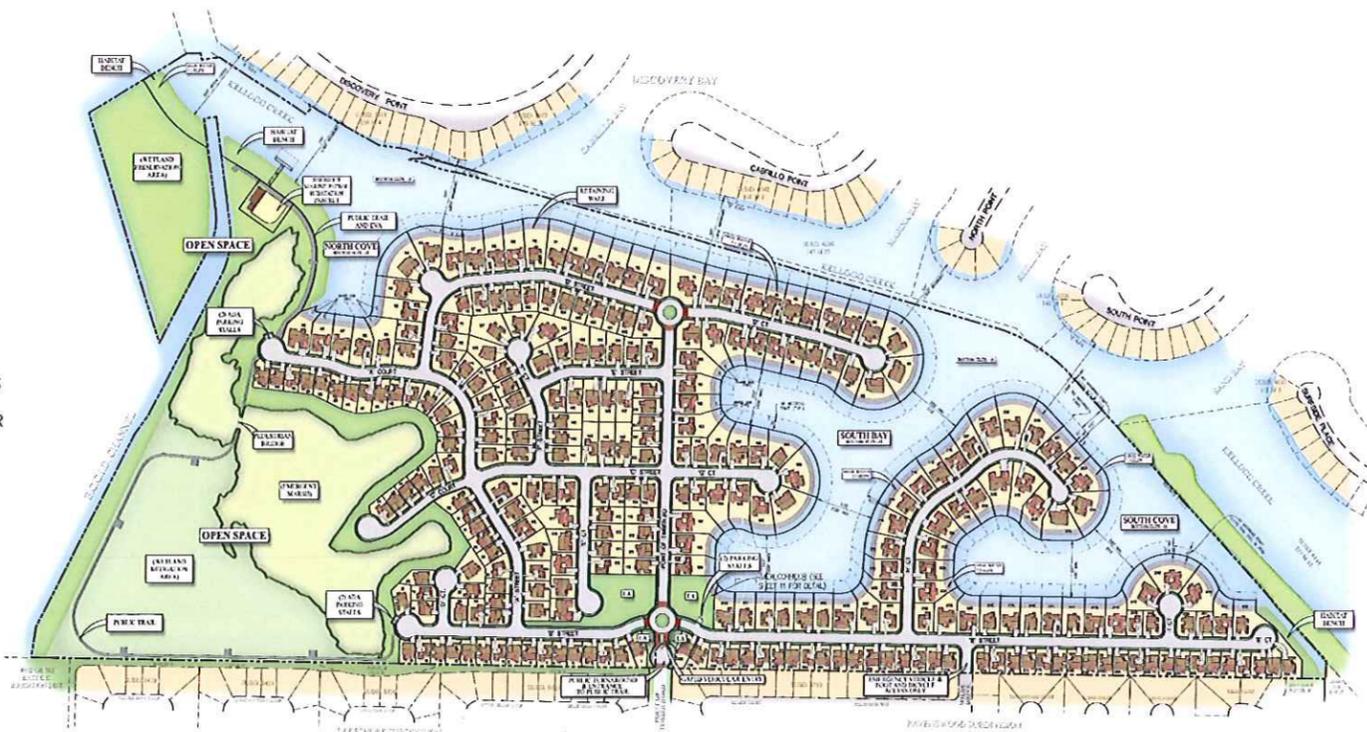
**SUBDIVISION 9010
COMPARISON PLAN
MODIFICATION TO THE
FINAL DEVELOPMENT PLAN
PANTAGES BAYS
A RESIDENTIAL COMMUNITY WITH
INDIVIDUAL DOCKS AND DEEP WATER ACCESS
CONTRA COSTA COUNTY, CALIFORNIA
BY
PANTAGES AT DISCOVERY BAY, LLC
OCTOBER, 2009
MODIFIED MARCH, 2014**



SCALE: 1" = 200'



**PREVIOUSLY APPROVED FINAL DEVELOPMENT PLAN (PLANS OCTOBER 2009)
APPROVED BY BOARD OF SUPERVISORS 12/3/13**



PROPOSED MODIFICATION TO FINAL DEVELOPMENT PLAN (MARCH 2014)

GENERAL PLAN COMPARISON

GENERAL PLAN ABBREVIATION	GENERAL PLAN DESIGNATION	ACREAGE
SM	SINGLE FAMILY MEDIUM	46.3
SH	SINGLE FAMILY HIGH	34.0
WA	WATER	46.8
PS	PUBLIC/SEMI-PUBLIC	0.9
OS	OPEN SPACE	43.2
NUMBER OF WATERFRONT HOMES		116
NUMBER OF NON-WATERFRONT HOMES		176
TOTAL NUMBER OF HOMES		292

GENERAL PLAN ABBREVIATION	GENERAL PLAN DESIGNATION	ACREAGE	NET CHANGE
SM	SINGLE FAMILY MEDIUM	42.3	-4.0
SH	SINGLE FAMILY HIGH	45.5	+11.5
WA	WATER	37.6*	-9.2*
PS	PUBLIC/SEMI-PUBLIC	2.6	+1.7
OS	OPEN SPACE	43.2	0
NUMBER OF WATERFRONT HOMES		105	-11
NUMBER OF NON-WATERFRONT HOMES		187	+11
TOTAL NUMBER OF HOMES		292	

*9.7 ACRES CONSIST OF RIPRAP SLOPE AREA, WHICH IS LOCATED AT THE BACK OF THE WATERFRONT LOTS (LIKE EXISTING DISCOVERY BAY LOTS). THIS RIPRAP SLOPE AREA IS PART OF THE LOTS. IF RIPRAP SLOPE AREA IS INCLUDED AS WATER, THEN THE PROJECT WILL HAVE 47.3 ACRES FOR WATER ACREAGE.

Property of dk CONSULTING
DO NOT REPRODUCE

Additional Information including Property Lines, Ownership, Acreage, Topography, etc. Covering this area is available from dk CONSULTING

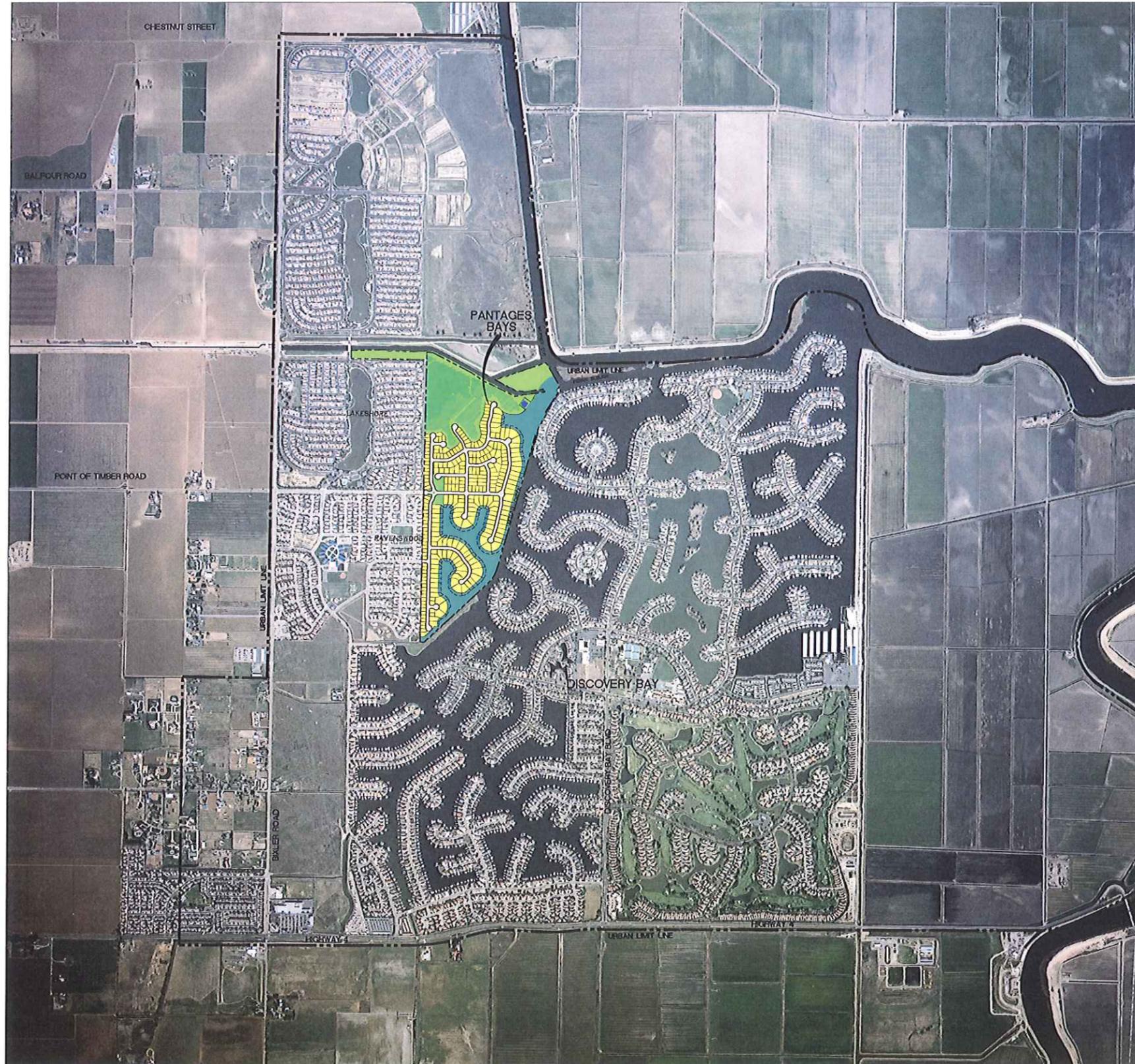
SHEET INDEX	
NO.	DESCRIPTION
1	COMPARISON PLAN (MODIFIED FDP COMPARED TO OCT. 2009 FDP [DP 04-3062])
2	REGIONAL CONTEXT AERIAL
3	LOCAL AERIAL (INCLUDING EXISTING AND PROPOSED GENERAL PLAN & ZONING DESIGNATIONS)
4	COMPARISON PLAN (MODIFIED VTM COMPARED TO OCT. 2009 VTM [SD 06-9010])
5	MODIFICATION TO THE PRELIMINARY AND FINAL DEVELOPMENT PLAN
6	BOUNDARY & TOPOGRAPHY FOR TENTATIVE MAP (INCLUDING SOILS, FEMA & EXISTING TREE INFORMATION)
7	VESTING TENTATIVE MAP & PRELIMINARY GRADING PLAN
8	MOORING AREA PLAN
9	BANK HABITAT PLAN
10	DELINEATION MAP
11	TRAILS, 8' SIDEWALKS & VIEW FENCING
12	STREET, OPEN SPACE, WATER, MARINE PATROL SUBSTATION & LANDSCAPE PARCELS
13	LANDSCAPE SITE PLAN



COMPARISON PLAN
(MODIFIED FDP COMPARED TO
OCT. 2009 FDP [DP 04-3062])

SHEET 1 OF 13

CONTRA COSTA COUNTY
 2014 APR -8 A. G. 34
 DEPARTMENT OF
 CONSERVATION
 AGRICULTURE & SOILS



**SUBDIVISION 9010
REGIONAL CONTEXT AERIAL**

MODIFICATION TO THE FINAL DEVELOPMENT PLAN AND
VESTING TENTATIVE MAP SUBMITTAL

PANTAGES BAYS

A RESIDENTIAL COMMUNITY WITH
INDIVIDUAL DOCKS AND DEEP WATER ACCESS

SE 1/4 SECTION 23, T. 1 N., R. 3 E., &
NE 1/4 SECTION 26, T. 1 N., R. 3 E., M.D.B. & M.

CONTRA COSTA COUNTY, CALIFORNIA

BY

PANTAGES AT DISCOVERY BAY, LLC

OCTOBER, 2009

MODIFIED MARCH, 2014



PHOTO BY: American Aerial, Inc.
PHOTO DATE: FEBRUARY, 2014



REGIONAL CONTEXT AERIAL
SHEET 2 OF 13

\\NAS02\DK_Files\Projects\2002\021001\swg\m\0201-01-tr\m-aerial\large.dwg 3/28/2014 9:07 AM

SUBDIVISION 9010 LOCAL AERIAL*

* WITH EXISTING & PROPOSED
GENERAL PLAN AND ZONING DESIGNATIONS

MODIFICATION TO THE FINAL DEVELOPMENT PLAN AND
VESTING TENTATIVE MAP SUBMITTAL

PANTAGES BAYS A RESIDENTIAL COMMUNITY WITH INDIVIDUAL DEEP WATER ACCESS

SE 1/4 SECTION 23, T. 1 N., R. 3 E., &
NE 1/4 SECTION 26, T. 1 N., R. 3 E., M.D.B. & M.

CONTRA COSTA COUNTY, CALIFORNIA

BY
PANTAGES AT DISCOVERY BAY, LLC

OCTOBER, 2009
MODIFIED MARCH, 2014



LEGEND

DESCRIPTION	PROPOSED	EXISTING
GENERAL PLAN ZONING	WA P-1	AL A-2
SUBDIVISION BOUNDARY	---	---
PARCEL/LOT LINE	---	---
RIGHT OF WAY LINE	---	---

GENERAL PLAN ABBREVIATION	GENERAL PLAN DESIGNATION	ACREAGE	DENSITY RANGE	ACTUAL DENSITY*
SM	SINGLE MEDIUM	42.3	3.0-4.9	3.3
SH	SINGLE HIGH	45.5	5.0-7.2	5.5
WA	WATER	37.6		
PS	PUBLIC/SEMI-PUBLIC	2.6		
OS	OPEN SPACE	43.2		

* SEE SHEET 1

NOTE:

- EAST CONTRA COSTA IRRIGATION DISTRICT (ECCID) SHALL RETAIN FEE SIMPLE OWNERSHIP OF THIS PARCEL AND CONVEY AN EASEMENT TO PANTAGES AT DISCOVERY BAY, LLC OR ASSIGNEE FOR COMPLETION OF CREEK BANK CHANGES AND THEIR MAINTENANCE.

PHOTO BY: American Aerial, Inc.
PHOTO DATE: FEBRUARY, 2014
Property of & CONSULTING
DO NOT REPRODUCE
Additional Information including Property Lines, Owners, Acreage, Topography, etc. Covering the area is available from & Associates, Inc.



LOCAL AERIAL*
SHEET 3 OF 13



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SUBDIVISION 9010 COMPARISON PLAN

MODIFICATION TO THE
VESTING TENTATIVE MAP SUBMITTAL

PANTAGES BAYS

A RESIDENTIAL COMMUNITY WITH
INDIVIDUAL DOCKS AND DEEP WATER ACCESS

CONTRA COSTA COUNTY, CALIFORNIA

BY
PANTAGES AT DISCOVERY BAY, LLC

OCTOBER, 2009
MODIFIED MARCH, 2014

AVERAGE & MINIMUM LOT SIZE BY TYPE

	100' LOTS	80' LOTS	60' LOTS
AVERAGE LOT SIZE	12,815 S.F.	13,619 S.F.	12,919 S.F.
MINIMUM LOT SIZE	13,910 S.F.	11,560 S.F.	6,000 S.F.

LOTS BY TYPE

90' x 140' LOTS: 124-137

80' x 140' LOTS: 25-58, 60-69, 70-71, 73-78, 80-82, 84-92, 103-110, 117-124, 137-145, 147-153, 183-197, 171-175, 178, 190-193, 249-253

100' x 110' LOTS: 55, 59, 63, 72, 79, 100, 102, 116, 146, 177, 179

60' x 100' LOTS: 1-54, 65-93, 154-182, 188-190, 192-248, 254-292

SHARED DOCKS: 55 & 58, 58 & 60, 78 & 80, 101 & 103, 115 & 117, 145 & 147, 157 & 171, 178 & 180, 189 & 249

LAND USE SUMMARY

LOTS: 292 AC. (100%)

STREETS*: 174 AC. (10.2%)

OTHER PARCELS** 90.9 AC. (53.1%)

SITE: 171.2 AC. (100%)

* PARCEL "A"
** PARCELS "B" THROUGH "J" (CREEK, BAYS, COVES, OPEN SPACES, LANDSCAPE AREAS, AND MARINE PATROL SUBSTATION)

LOTS BY ACCESS

WATER ACCESS (#/DOCKS): 115*

NON-WATER ACCESS: 176

TOTAL LOTS: 292

* 18 LOTS HAVE SHARED DOCKS (SHOWN BY "S" ON LOT)

LOT YIELD BY TYPE

90' x 140' LOTS: 15

80' x 140' LOTS: 100

100' x 110' LOTS: 11

60' x 100' LOTS: 156

TOTAL LOTS: 292

* MINIMUM WIDTH AT CRITICAL SETBACK

DENSITY TABULATION

SITE ACREAGE: 171.2

PARCEL ACREAGE: 90.9

GROSS ACREAGE: 80.3

NET ACREAGE: 63.2 LOTS DENSITY

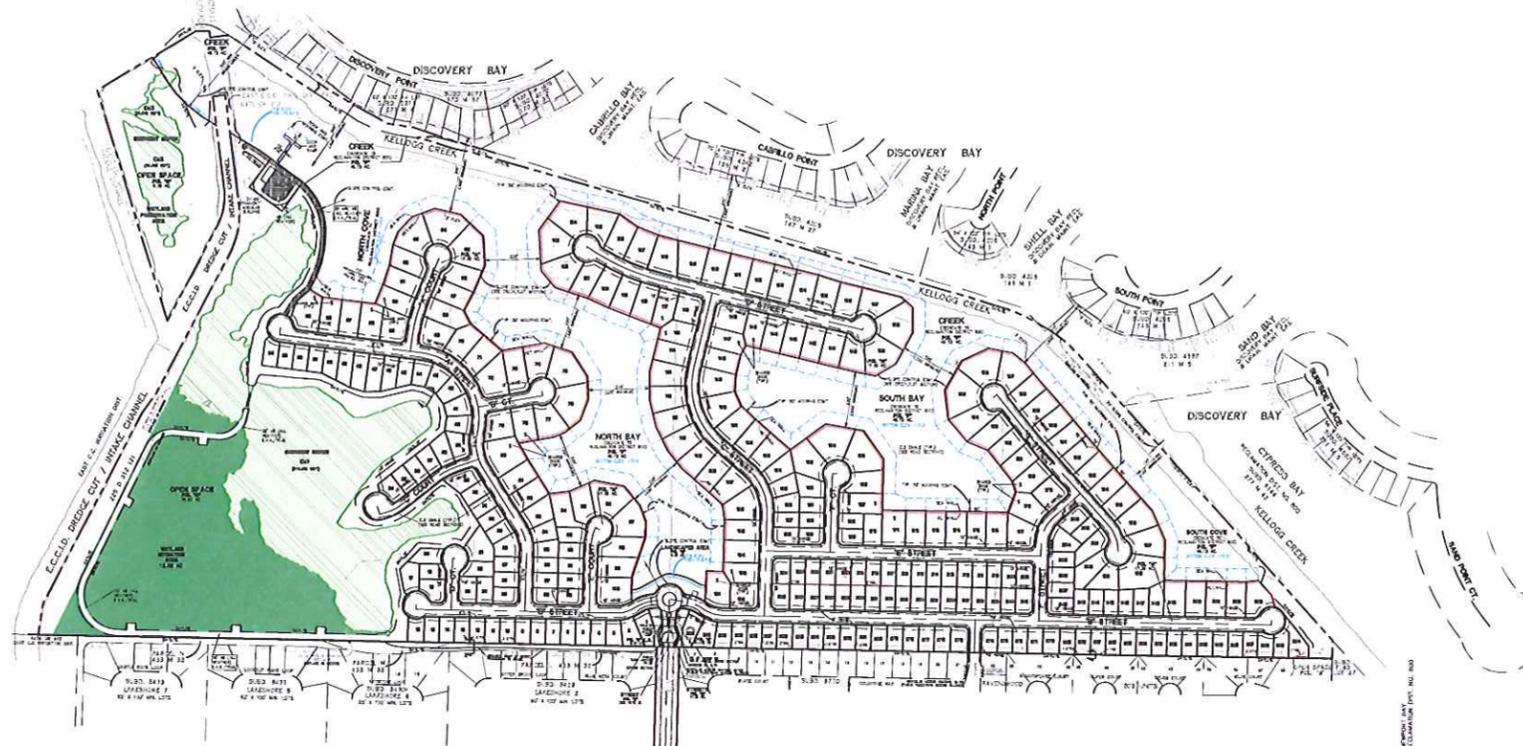
MEAN DENS. AREA (NET): 34.7 LOTS DENSITY

HIGH DENS. AREA (NET): 25.5 LOTS DENSITY

* OPEN SPACE, WATER, PUBLIC AND LANDSCAPE PARCELS

* SITE = PARCELS + GROSS

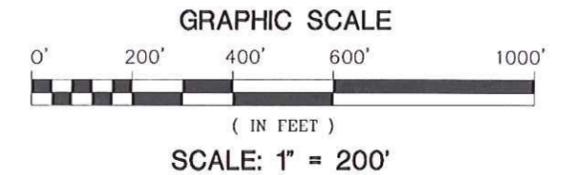
* NET = 75% OF GROSS



PREVIOUSLY APPROVED VTM (OCTOBER, 2009/APPROVED DECEMBER, 2013)

LEGEND

DESCRIPTION	PROPOSED	EXISTING	DESCRIPTION	PROPOSED	EXISTING
SITE BOUNDARY	---	---	LOT/PARCEL AREA	---	---
LOT LINE	---	---	STREET SLOPE	---	---
RIGHT OF WAY LINE	---	---	BANK GRADIENT	---	---
STREET CENTER LINE	---	---	FC-FC WIDTH	---	---
CONTOUR LINE	---	---	R/W WIDTH	---	---
100-YEAR EBE	---	---	STOPW. DRAIN EASEMENT	---	---
TOP/TCE OF BANK	---	---	SANITARY SEWER EASEMENT	---	---
LIMIT OF GRADING LINE	---	---	WATER LINE EASEMENT	---	---
EASEMENT LINE	---	---	PUBLIC ACCESS EASEMENT	---	---
FACE OF CURB	---	---	EMERGENCY ACCESS EASEMENT	---	---
SOCKLE	---	---	OVERLAND RELEASE	---	---
WORKING EAS.	---	---	LANDSCAPE AREA	---	---
DOT WALL	---	---	BASE FLOOD ELEVATION	---	---
TIE 2:1 SLOPE EL. -11.0	---	---			
EMERGENT MARSH	---	---			
WETLAND MITIGATION AREA	---	---			



AVERAGE & MINIMUM LOT SIZE BY TYPE

	100' LOTS	80' LOTS	60' LOTS
AVERAGE LOT SIZE	15,473 S.F.	12,572 S.F.	12,935 S.F.
MINIMUM LOT SIZE	9,603 S.F.	7,821 S.F.	6,000 S.F.

LOTS BY TYPE

90' x 100' LOTS: 18, 28, 58, 63, 65, 80, 119, 122, 130, 141, 157-171, 183, 185, 194, 197, 206-207, 209, 226, 234, 236-241, 242

80' x 100' LOTS: 41-43, 56-57, 59, 62, 87-89, 92-95, 78-79, 81-89, 91-99, 108, 109, 118, 126, 157, 159, 161, 163, 181-182, 186-188, 193, 198-205, 208, 210-217, 221-222, 229-233, 235, 235, 238-241, 243-244, 247-249, 252

100' x 100' LOTS: 55, 60, 76-77, 97, 110, 160, 192, 227-228, 231-232, 293

60' x 100' LOTS: 1-17, 19-27, 29-43, 44-54, 81, 84-85, 70-71, 88, 93-104, 106-109, 111-112, 114-118, 120-121, 123-129, 131-135, 137-140, 142-156, 158, 162, 184-186, 172-179, 184-185, 189-191, 193-196, 218-220, 223-225, 245-246, 250-251, & 254-292

SHARED DOCKS: 55 & 58, 59 & 62, 97 & 180, 182 & 183

LAND USE SUMMARY

LOTS: 63.1 AC. (40.4%)

STREETS*: 18.7 AC. (10.9%)

OTHER PARCELS** 83.4 AC. (49.7%)

SITE: 171.2 AC. (100%)

* PARCEL "A"
** PARCELS "B" THROUGH "J" (CREEK, BAYS, COVES, OPEN SPACES, LANDSCAPED AREAS, AND MARINE PATROL SUBSTATION)

LOTS BY ACCESS

WATER ACCESS (#/DOCKS): 109*

NON-WATER ACCESS: 187

TOTAL LOTS: 292

* 8 LOTS HAVE SHARED DOCKS (SHOWN BY "S" ON LOT)

LOT YIELD BY TYPE

90' x 140' LOTS: 27

80' x 140' LOTS: 78

100' x 110' LOTS: 13

60' x 100' LOTS: 174

TOTAL LOTS: 292

* MINIMUM WIDTH AT CRITICAL SETBACK

DENSITY TABULATION

SITE ACREAGE: 171.2

PARCEL ACREAGE: 83.4

GROSS ACREAGE: 87.8

NET ACREAGE: 65.9 LOTS DENSITY

MEAN DENS. AREA (NET): 31.7 LOTS DENSITY

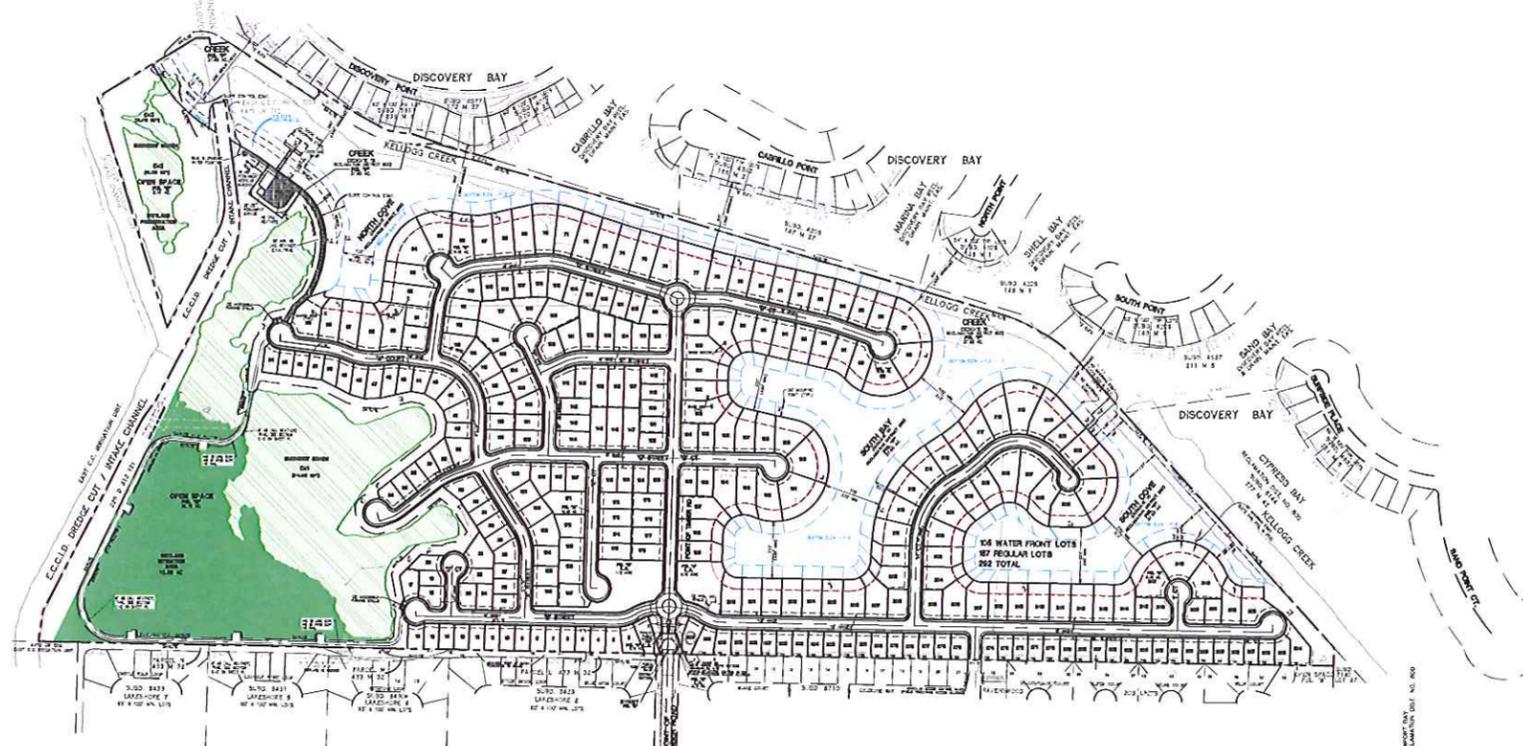
HIGH DENS. AREA (NET): 34.2 LOTS DENSITY

* OPEN SPACE, WATER, PUBLIC AND LANDSCAPE PARCELS

* SITE = PARCELS + GROSS

* NET = 75% OF GROSS

* 9.7 ACRES CONSIST OF RIPRAP SLOPE AREA, WHICH IS LOCATED AT THE BACK OF THE WETLAND LOT. THIS RIPRAP SLOPE AREA IS PART OF THE LOTS (LINE EXISTING DISCOVERY BAY LOTS). IF RIPRAP SLOPE AREA IS INCLUDED AS WATER, THEN THE PROJECT WILL HAVE 93.1 ACRES FOR PARCEL ACREAGE.



MODIFIED VTM (MARCH, 2014)



COMPARISON PLAN
(MODIFIED VTM COMPARED TO
OCT. 2009 VTM [SD 06-9010])
SHEET 4 OF 13

SUBDIVISION 9010 VESTING TENTATIVE MAP & PRELIMINARY GRADING PLAN

MODIFICATION TO THE FINAL DEVELOPMENT PLAN AND
VESTING TENTATIVE MAP SUBMITTAL

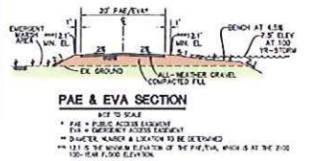
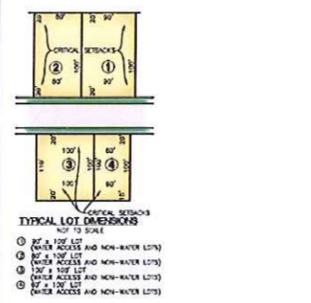
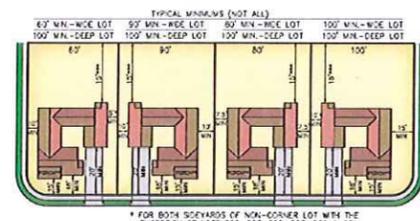
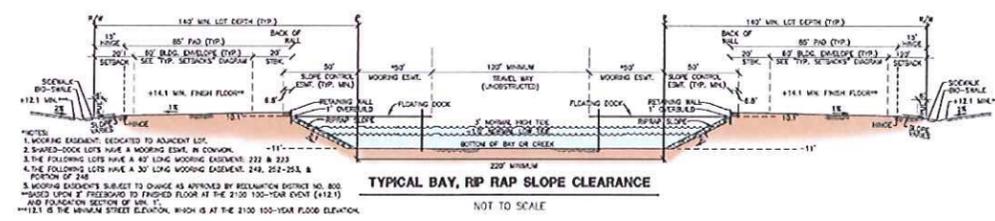
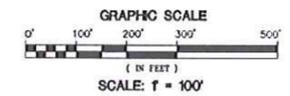
PANTAGES BAYS

A RESIDENTIAL COMMUNITY WITH
INDIVIDUAL DOCKS AND DEEP WATER ACCESS

CONTRA COSTA COUNTY, CALIFORNIA

BY
PANTAGES AT DISCOVERY BAY, LLC

OCTOBER, 2009
MODIFIED MARCH, 2014



AVERAGE & MINIMUM LOT SIZE BY TYPE

LOT TYPE	AVERAGE LOT SIZE	MINIMUM LOT SIZE
100' X 100' LOTS	15,473 S.F.	9,603 S.F.
80' X 100' LOTS	12,572 S.F.	7,821 S.F.
60' X 100' LOTS	12,933 S.F.	7,883 S.F.
60' X 100' LOTS	8,432 S.F.	6,000 S.F.

LOTS BY TYPE

LOT TYPE	QUANTITY
90' X 100' LOTS	18, 28, 58, 63, 66, 80, 119, 122, 130, 141, 187-191, 193, 194, 197, 204-207, 209, 225, 234, 236-237, 242
80' X 100' LOTS	11-13, 36-37, 39, 52, 67-69, 72-75, 78-79, 81-87, 89-95, 98, 105, 113, 126, 157, 159, 181, 183, 184-186, 196-198, 199, 200-203, 208, 210-217, 221-222, 229-230, 233, 235, 238-241, 243-244, 247-249, 252
100' X 100' LOTS	55, 60, 76-77, 97, 110, 160, 192, 227-228, 231-232, 253
60' X 100' LOTS	1-17, 19-27, 29-40, 44-48, 61, 64-65, 70-71, 85, 89-104, 106-108, 111-117, 114-116, 120-121, 125-129, 131-135, 137-140, 142-156, 158, 162, 164-166, 172-174, 184-186, 189-191, 194-195, 218-220, 223-225, 245-246, 250-251, 254-255
SHARED DOCKS	55 & 56, 59 & 62, 97 & 150, 192 & 193

LAND USE SUMMARY

Category	Area (Acres)
LOTS	83.1 AC. (43.4%)
STREETS*	18.7 AC. (13.9%)
OTHER PARCELS**	83.4 AC. (48.7%)
SITE	175.2 AC. (100%)

LOTS BY ACCESS

Access Type	Quantity
WATER ACCESS (P-DOCKS)	125*
NON-WATER ACCESS	137
TOTAL LOTS	262

* 8 LOTS HAVE SHARED DOCKS (SHOWN BY 'S' ON LOT)

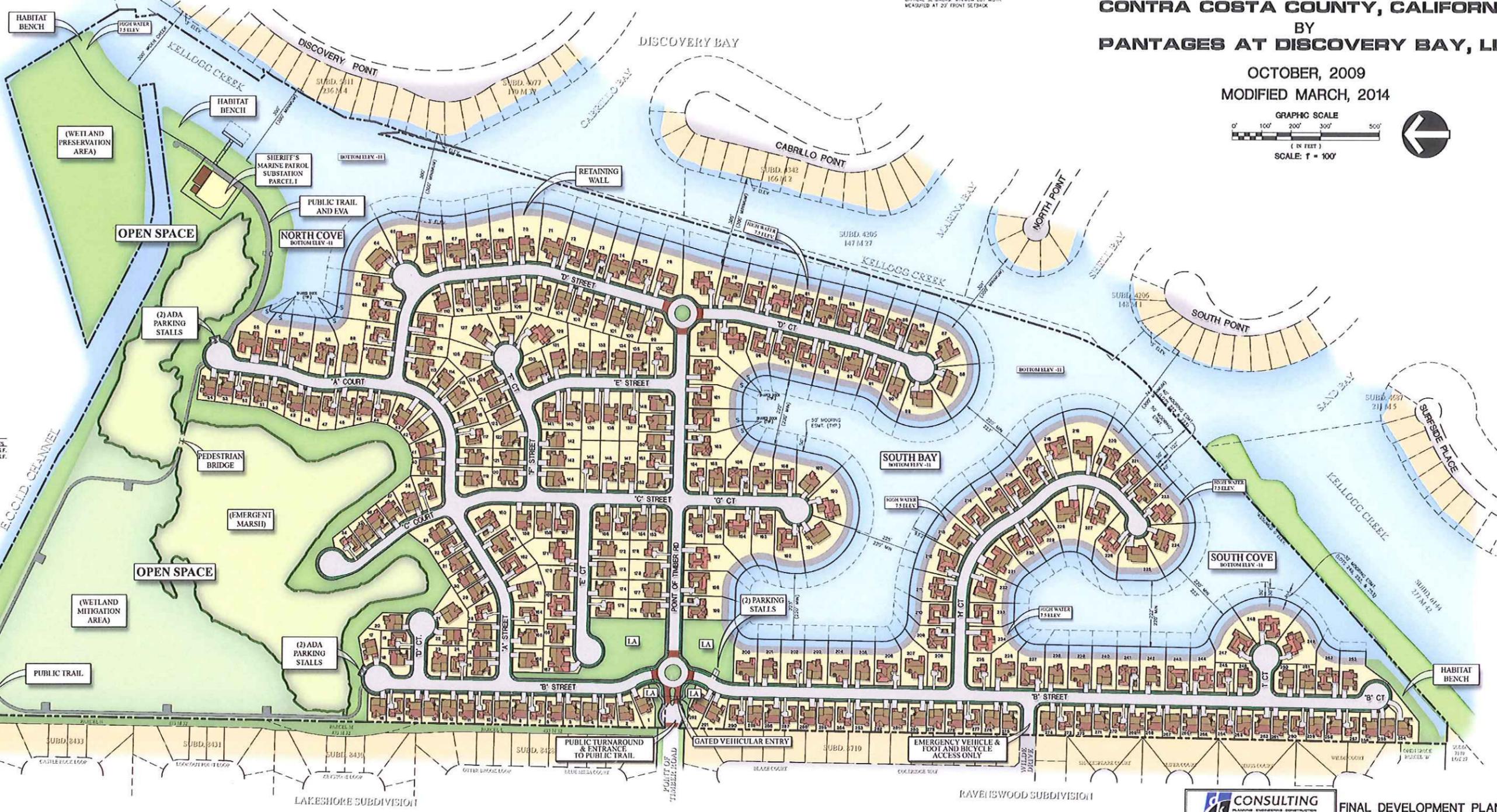
LOT YIELD BY TYPE

Lot Type	Yield
90' X 100' LOTS	27
80' X 100' LOTS	78
100' X 110' LOTS	13
60' X 100' LOTS	174
TOTAL LOTS	292

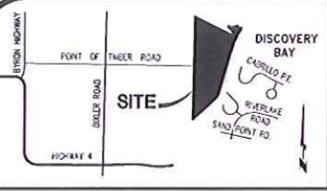
* MINIMUM WITH AT CRITICAL SETBACK

DENSITY TABULATION

Metric	Value
SITE ACREAGE	175.2
PARCEL ACREAGE*	83.4
GROUND ACREAGE*	81.8
NET ACREAGE*	65.9
LOT DENSITY	4.43
MED. DENS. AREA (NET)	31.7
HIGH DENS. AREA (NET)	34.2
OPEN SPACE, WATER, PUBLIC AND LANDSCAPE PARCELS	5.5
* SITE - PARCELS = GROSS	
* NET = 75% OF GROSS	



FINAL DEVELOPMENT PLAN
SHEET 5 OF 13



VICINITY MAP
NOT TO SCALE

BOUNDARY NOTES:

THE MEANDER LINE AND THE ORDINARY HIGH WATER MARK OF KELLOGG CREEK MAY HAVE CHANGED BY MAN-MADE MEANS. THE LOCATION OF THE ORDINARY HIGH WATER MARK MAY AFFECT THIS BOUNDARY.

EASEMENT NOTES:

AFFECT OF TERMS IN 4936 OR 167 AFFECT DRAINAGE MAINTENANCE ALONG NORTH PROPERTY LINE.
AFFECT OF AGREEMENT 5796 OR 446, 7297 OR 453, 7237 OR 457, 9587 OR 20, 10570 OR 348, 12282 OR 637, 12316 OR 242, 12887 OR 283 AFFECTS MINERAL & DRILLING RIGHTS.
RIGHTS OF PUBLIC OVER WATERWAYS.

NOTES:

BASIS OF BEARINGS:
BASIS OF BEARINGS TAKEN BETWEEN TWO STANDARD STREET MONUMENTS TAKEN AS IN 6824'36"E AS SHOWN ON THE MAP OF SUBDIVISION 5811 RECORDED MARCH 18, 1980, IN BOOK 235 OF MAPS AT PAGE 4.

BENCH MARK:

BW 3856 C.C.CO. FASTENER & TAG ON IRRIGATION BOX AT THE INT. OF BXLER & PNT. OF TIMBER ROAD. ELEV. = 15.170 VERTICAL CONTROL DATUM IS "MEAN SEA LEVEL".

ASSESSOR'S PARCEL NO.'S:

004-010-006
004-032-005, 006, 007, 062
011-220-010, 017, 018
011-230-006, 007

FEMA:

FEMA'S FLOOD INSURANCE RATE MAP, COMMUNITY PANEL 400 OF 625 (REFERENCE DATE: JULY 16, 1987) SHOWS:

ZONE A2 (EL. 9). AREA OF 100-YEAR FLOOD; BASE FLOOD ELEVATION IS 8 FEET AND FLOOD HAZARD FACTORS ARE DETERMINED (DETAILED STUDY) ON APPROXIMATELY 160 ACRES.

ZONE A: AREA OF 100-YEAR FLOOD; BASE FLOOD ELEVATION AND FLOOD HAZARD FACTORS ARE NOT DETERMINED (NO DETAILED STUDY) ON APPROXIMATELY 2 ACRES. (SEE PT. OF TIMBER ROAD ENTRY AREA)

TOPOGRAPHY:

AERIAL TOPOGRAPHY BY:
AMERICAN AERIAL MAPPING, INC
FLOWN: 11/1/05
CONTOUR INTERVAL: ONE FOOT

REFERENCES:

- | | | | |
|----|-------------|----|-------------|
| 1 | 235 M 4 | 11 | 93-35157 |
| 2 | 6677 OR 161 | 12 | 149 PM 47 |
| 3 | 224 M 14 | 13 | 425 M 34 |
| 4 | 211 M 5 | 14 | 433 M 32 |
| 5 | 277 M 42 | 15 | 7176 OR 594 |
| 6 | 148 M 1 | 16 | 185 D 38 |
| 7 | 385 M 43 | 17 | 185 D 36 |
| 8 | 418 M 26 | 18 | 6857 OR 134 |
| 9 | 95-150705 | 19 | 99-98710 |
| 10 | 94-305265 | | |
- TITLE REPORT BY:
PLACER TITLE COMPANY
DATED 9/12/05.

SUBDIVISION 9010 BOUNDARY & TOPOGRAPHY FOR TENTATIVE MAP*

MODIFICATION TO THE FINAL DEVELOPMENT PLAN AND VESTING TENTATIVE MAP SUBMITTAL

PANTAGES BAYS

A RESIDENTIAL COMMUNITY WITH INDIVIDUAL DOCKS AND DEEP WATER ACCESS

SE 1/4 SECTION 23, T. 1 N., R. 3 E., & NE 1/4 SECTION 26, T. 1 N., R. 3 E., M.D.B. & M.

CONTRA COSTA COUNTY, CALIFORNIA

BY

PANTAGES AT DISCOVERY BAY, LLC

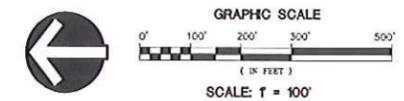
* INCLUDES SOILS, FEMA & EXISTING TREE INFORMATION

OCTOBER, 2009

MODIFIED MARCH, 2014

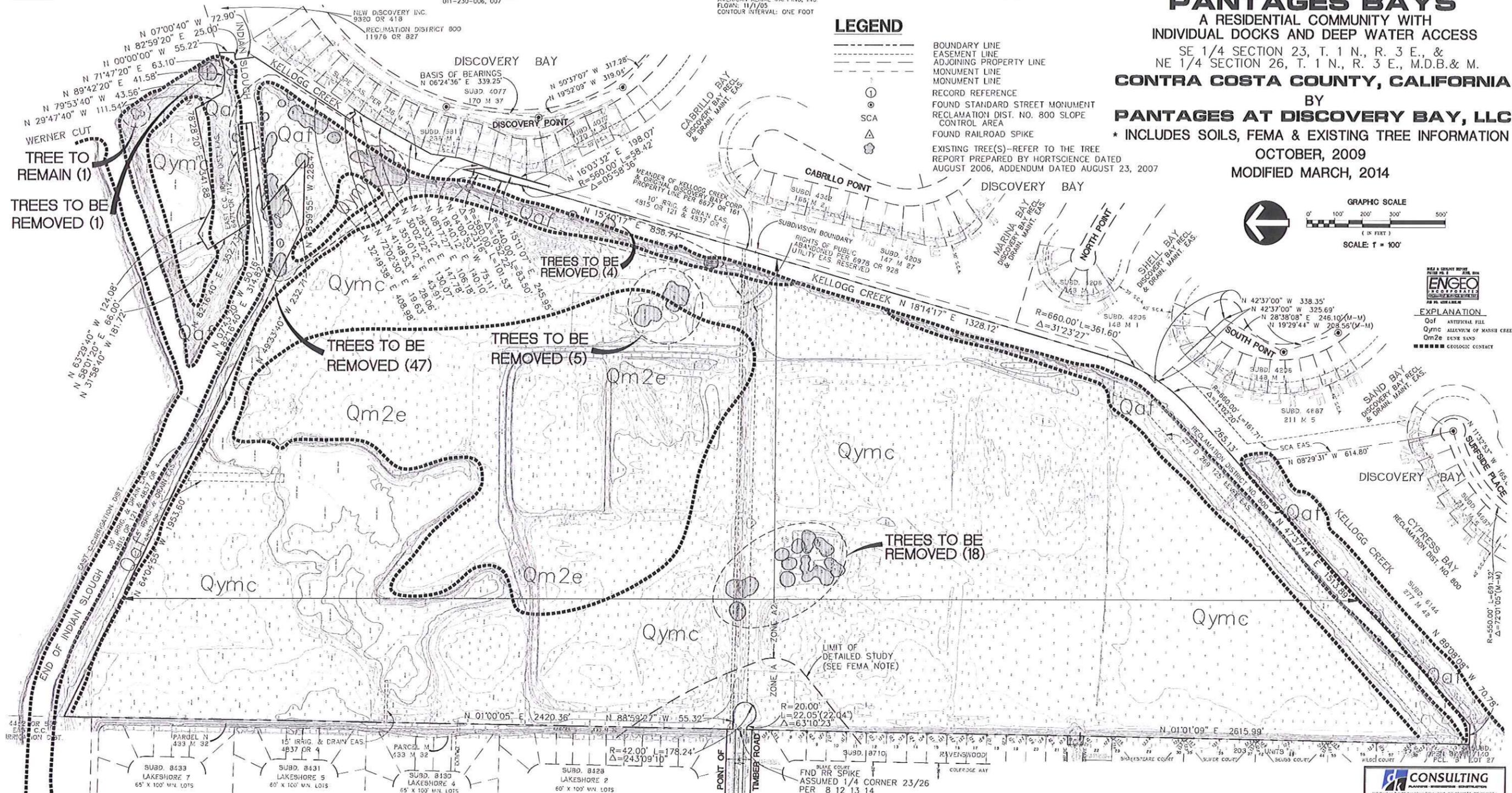
LEGEND

- BOUNDARY LINE
- - - EASEMENT LINE
- ADJOINING PROPERTY LINE
- MONUMENT LINE
- MONUMENT LINE
- RECORD REFERENCE
- FOUND STANDARD STREET MONUMENT
- RECLAMATION DIST. NO. 800 SLOPE CONTROL AREA
- FOUND RAILROAD SPIKE
- EXISTING TREE(S)-REFER TO THE TREE REPORT PREPARED BY HORTSCIENCE DATED AUGUST 2006, ADDENDUM DATED AUGUST 23, 2007



EXPLANATION

Qof	ARTIFICIAL FILL
Qymc	ALLUVIUM OF MASSIE CREEK
Qm2e	EAST SAND
-----	GEOLOGIC CONTACT



TREE TO REMAIN (1)
TREES TO BE REMOVED (1)

TREES TO BE REMOVED (4)

TREES TO BE REMOVED (47)

TREES TO BE REMOVED (5)

TREES TO BE REMOVED (18)

LIMIT OF DETAILED STUDY (SEE FEMA NOTE)



SUBDIVISION 9010 MOORING AREA PLAN

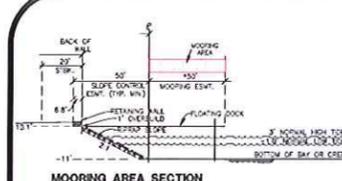
MODIFICATION TO THE FINAL DEVELOPMENT PLAN AND
VESTING TENTATIVE MAP SUBMITTAL

PANTAGES BAYS

A RESIDENTIAL COMMUNITY WITH
INDIVIDUAL DOCKS AND DEEP WATER ACCESS
CONTRA COSTA COUNTY, CALIFORNIA

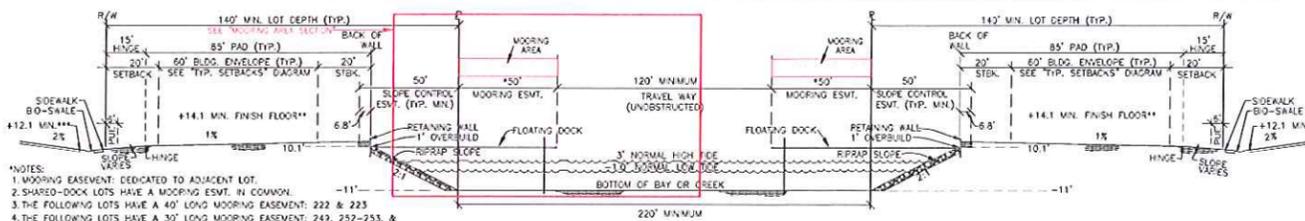
BY
PANTAGES AT DISCOVERY BAY, LLC

OCTOBER, 2009
MODIFIED MARCH, 2014



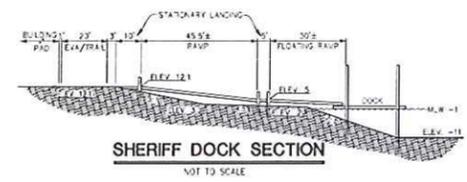
MOORING AREA SECTION
NOT TO SCALE

NOTES:
1) SHARED-DOCK LOTS HAVE A MOORING AREA IN COMMON.
2) SEE 4" X 12" HIGH HIGH WATER (HW) - LIMIT OF U.S. NAVY SURVEY OF ENGINEERS (LGA) JURISDICTION.
3) SHARED DOCK LOTS
4) 15' & 20' MIN. LOT DEPTHS

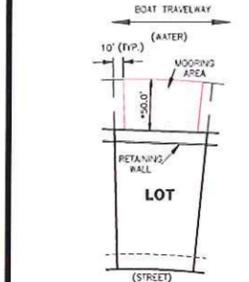


TYPICAL BAY, RIP RAP SLOPE CLEARANCE
NOT TO SCALE

NOTES:
1. MOORING EASEMENT: DEDICATED TO ADJACENT LOT.
2. SHARED-DOCK LOTS HAVE A MOORING ENST. IN COMMON.
3. THE FOLLOWING LOTS HAVE A 40' LONG MOORING EASEMENT: 222 & 223
4. THE FOLLOWING LOTS HAVE A 30' LONG MOORING EASEMENT: 249, 252-253, & PORTION OF 248
5. MOORING EASEMENTS SUBJECT TO CHANGE AS APPROVED BY RECLAMATION DISTRICT NO. 800.
**BASED UPON 2' FREEBOARD TO FINISHED FLOOR AT THE 2100 100-YEAR EVENT (+12.1) AND FOUNDATION SECTION OF MIN. 1'.
***12.1 IS THE MINIMUM STREET ELEVATION, WHICH IS AT THE 2100 100-YEAR FLOOD ELEVATION.

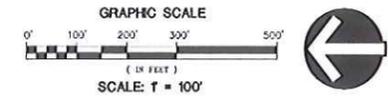


SHERIFF DOCK SECTION
NOT TO SCALE



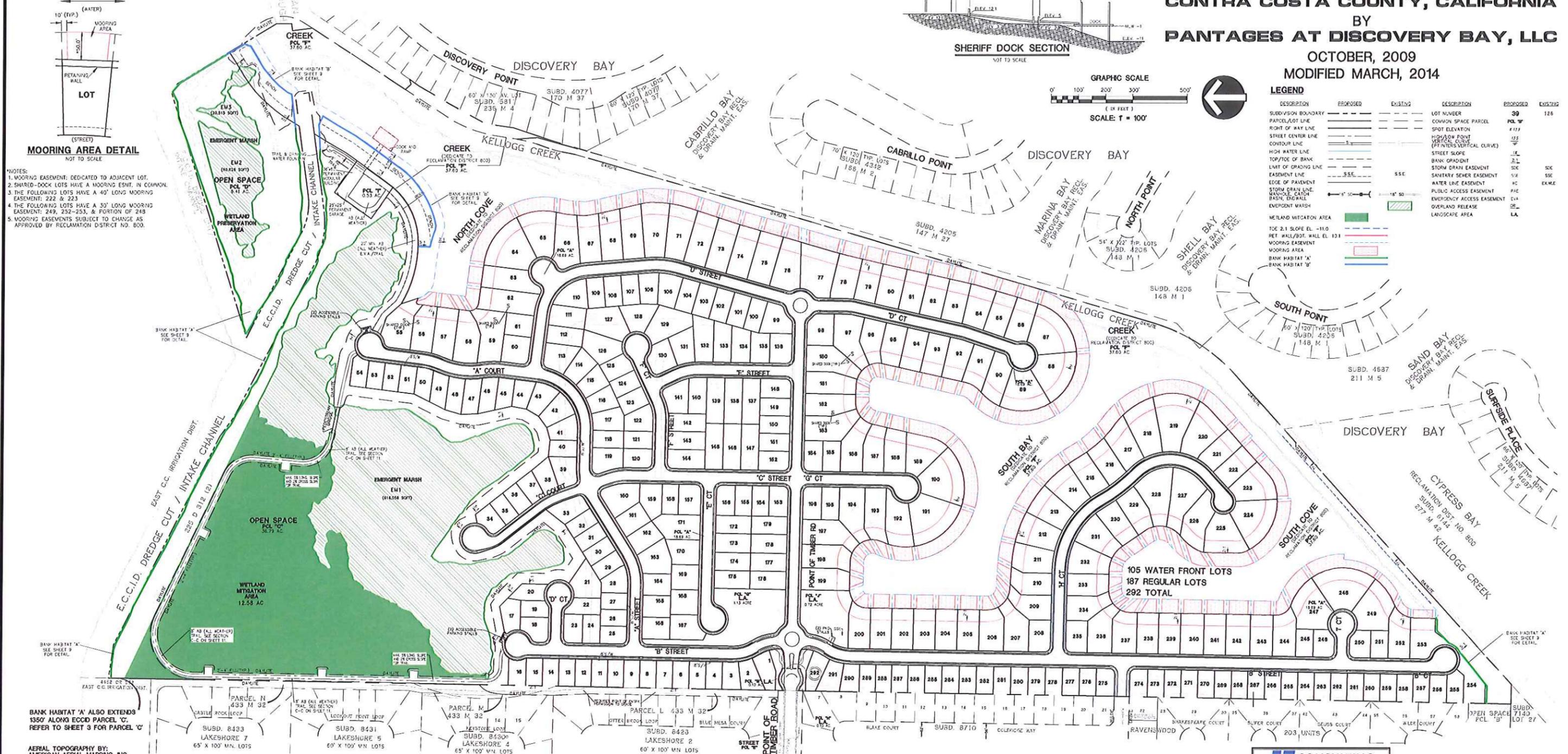
MOORING AREA DETAIL
NOT TO SCALE

NOTES:
1. MOORING EASEMENT: DEDICATED TO ADJACENT LOT.
2. SHARED-DOCK LOTS HAVE A MOORING ENST. IN COMMON.
3. THE FOLLOWING LOTS HAVE A 40' LONG MOORING EASEMENT: 222 & 223
4. THE FOLLOWING LOTS HAVE A 30' LONG MOORING EASEMENT: 249, 252-253, & PORTION OF 248
5. MOORING EASEMENTS SUBJECT TO CHANGE AS APPROVED BY RECLAMATION DISTRICT NO. 800.



LEGEND

DESCRIPTION	PROPOSED	EXIST'G	DESCRIPTION	PROPOSED	EXIST'G
SUBDIVISION BOUNDARY	---	---	LOT NUMBER	39	128
PARCEL/LOT LINE	---	---	COMMON SPACE PARCEL	POL 'W'	111
RIGHT OF WAY LINE	---	---	SPOT ELEVATION	113	113
STREET CENTER LINE	---	---	HIGHWAY POINT	113	113
CONTOUR LINE	---	---	VERTICAL CURVE	113	113
HIGH WATER LINE	---	---	BANK GRADIENT	113	113
TOP/FOOT OF BANK	---	---	STORM DRAIN EASEMENT	113	113
LAINT OF GRADING LINE	---	---	SANITARY SEWER EASEMENT	113	113
EASEMENT LINE	---	---	WATER LINE EASEMENT	113	113
EDGE OF PAVEMENT	---	---	PUBLIC ACCESS EASEMENT	113	113
STORM DRAIN LINE	---	---	EMERGENCY ACCESS EASEMENT	113	113
MANHOLE CATCH BASIN	---	---	OVERLAND RELEASE	113	113
EMERGENCY ACCESS EASEMENT	---	---	LANDSCAPE AREA	113	113
WETLAND MITIGATION AREA	---	---			
TOE 2:1 SLOPE EL. -11.0	---	---			
RET. WALL/BOT. WALL EL. 10.1	---	---			
MOORING EASEMENT	---	---			
MOORING AREA	---	---			
BANK HABITAT 'A'	---	---			
BANK HABITAT 'B'	---	---			



BANK HABITAT 'A' ALSO EXTENDS 1350' ALONG ECCCID PARCEL 'C'. REFER TO SHEET 3 FOR PARCEL 'C'

AERIAL TOPOGRAPHY BY:
AMERICAN AERIAL MAPPING, INC.
FLOWIE 11/05



MOORING AREA PLAN
SHEET 8 OF 13

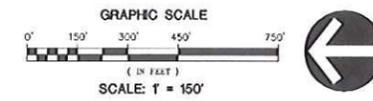
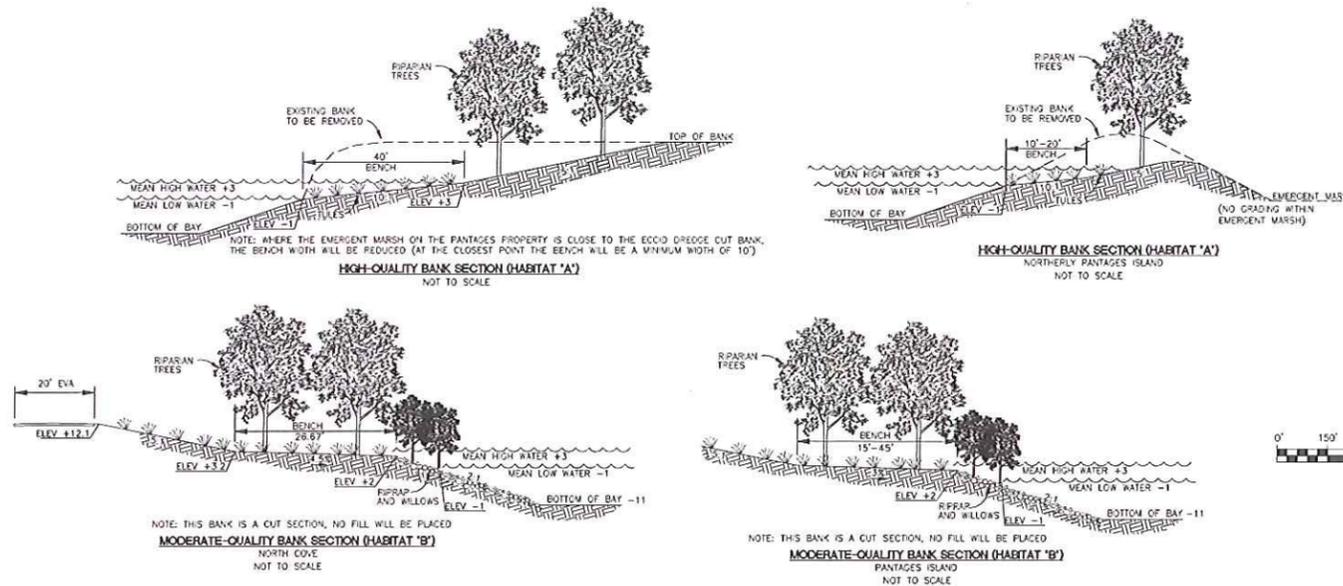
SUBDIVISION 9010 BANK HABITAT PLAN

MODIFICATION TO THE FINAL DEVELOPMENT PLAN AND
VESTING TENTATIVE MAP SUBMITTAL

PANTAGES BAYS A RESIDENTIAL COMMUNITY WITH INDIVIDUAL DOCKS AND DEEP WATER ACCESS CONTRA COSTA COUNTY, CALIFORNIA

BY
PANTAGES AT DISCOVERY BAY, LLC

OCTOBER, 2009
MODIFIED MARCH, 2014



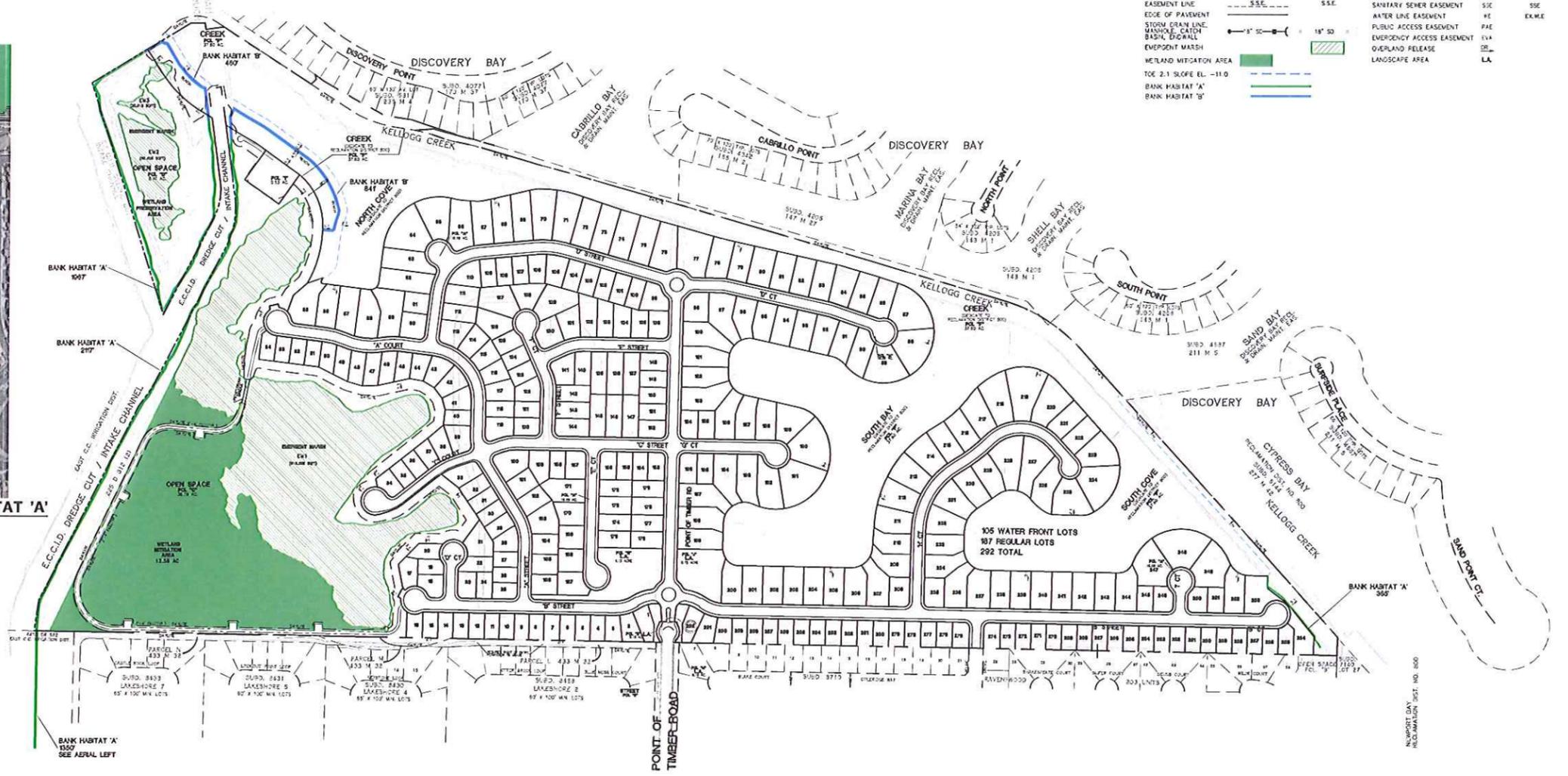
DESCRIPTION	PROPOSED	EXISTING	DESCRIPTION	PROPOSED	EXISTING
SUBDIVISION BOUNDARY	---	---	LOT NUMBER	39	128
PARCEL/LOT LINE	---	---	COMMON SPACE PARCEL	PL. 10	
RIGHT OF WAY LINE	---	---	SPOT ELEVATION	EL. 119	
STREET CENTER LINE	---	---	HIGH/LOW POINT	113	
COVER LINE	---	---	VERTICAL CURVE (PT INTERS VERTICAL CURVE)	79	
HIGH WATER LINE	---	---	STREET SLOPE	2.1	
TOP/TOE OF BANK	---	---	BANK GRADIENT	5:1	
EASEMENT LINE	---	---	STORM DRAIN EASEMENT	5:1	5:1
EDGE OF PAVEMENT	---	---	SANITARY SEWER EASEMENT	5:1	5:1
STORM DRAIN LINE	---	---	WATER LINE EASEMENT	1:1	EX. 1:1
MANHOLE/CATCH BASIN, ETC WALL	---	---	PUBLIC ACCESS EASEMENT	P.A.E.	
EMERGENT MARSH	---	---	EMERGENCY ACCESS EASEMENT	E.V.A.	
WETLAND MITIGATION AREA	---	---	OVERLAND RELEASE	O.L.R.	
TOE 2:1 SLOPE EL. -11.0	---	---	LANDSCAPE AREA	L.A.	
BANK HABITAT 'A'	---	---			
BANK HABITAT 'B'	---	---			



ECCLD. DREDGE CUT BANK HABITAT 'A'



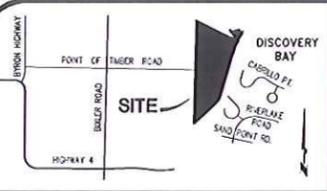
REC 800 KELLOGG CREEK BANK HABITAT



AERIAL TOPOGRAPHY BY:
AMERICAN AERIAL MAPPING, INC.
FLOWN 2/24/14



BANK HABITAT PLAN
SHEET 9 OF 13



VICINITY MAP
NOT TO SCALE

SUBDIVISION 9010 DELINEATION MAP

BY GIBSON & SKORDAL, L.L.C.
PREPARED: MAY, 2008

MODIFICATION TO THE FINAL DEVELOPMENT PLAN AND
VESTING TENTATIVE MAP SUBMITTAL

PANTAGES BAYS

A RESIDENTIAL COMMUNITY WITH
INDIVIDUAL DOCKS AND DEEP WATER ACCESS

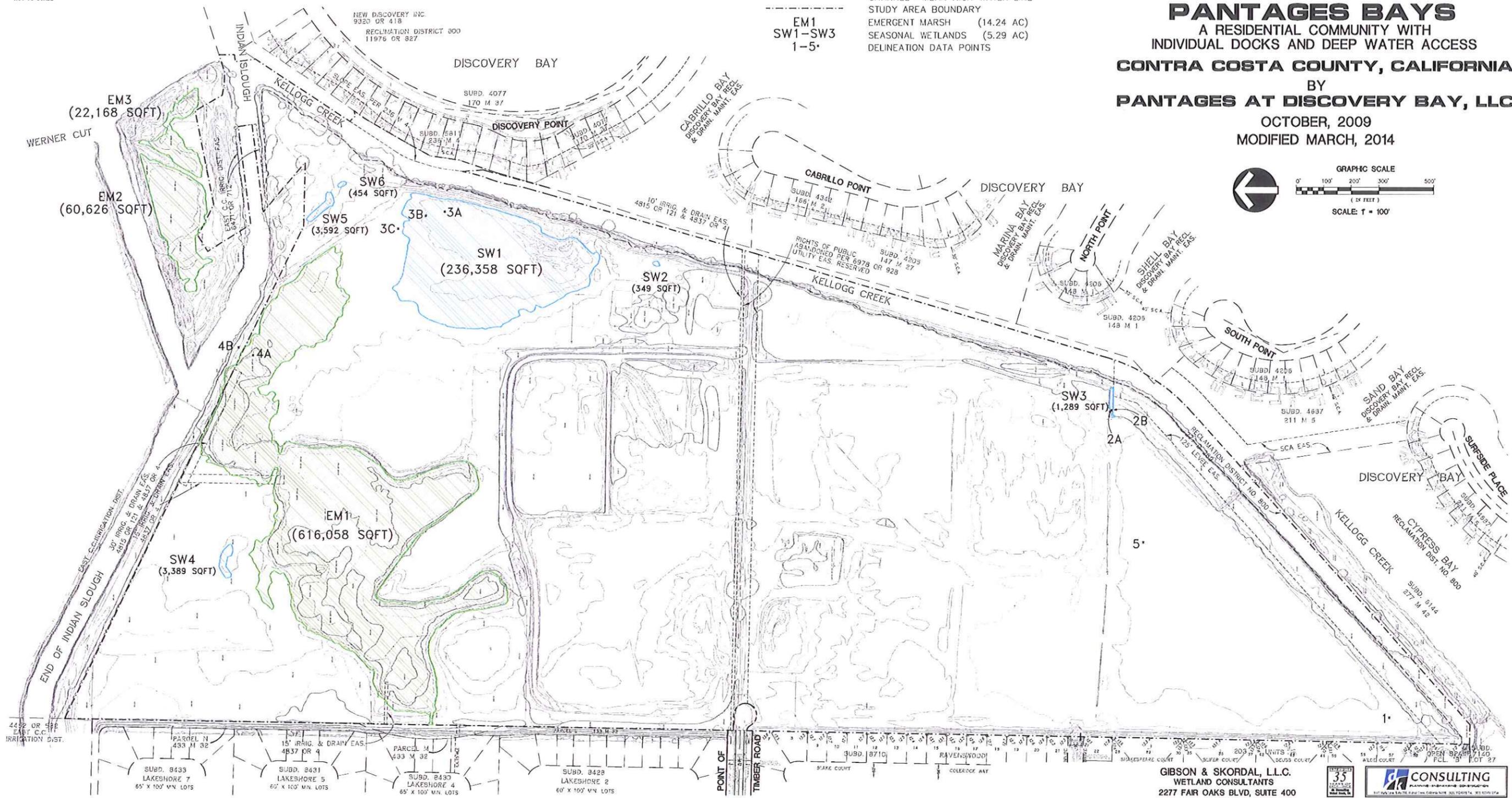
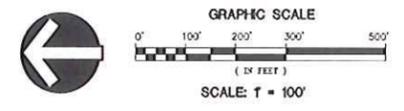
CONTRA COSTA COUNTY, CALIFORNIA

BY
PANTAGES AT DISCOVERY BAY, LLC

OCTOBER, 2009
MODIFIED MARCH, 2014

LEGEND:

- CHANNEL - MEAN HIGH WATER LINE
- STUDY AREA BOUNDARY
- EM1 SW1-SW3 1-5 EMERGENCY MARSH (14.24 AC)
- SEASONAL WETLANDS (5.29 AC)
- DELINEATION DATA POINTS



GIBSON & SKORDAL, L.L.C.
WETLAND CONSULTANTS
2277 FAIR OAKS BLVD, SUITE 400
SACRAMENTO, CA 95825
(916) 569-1830



DELINEATION MAP
SHEET 10 OF 13

NOTES

OWNER: C & D DISCOVERY BAY, LLC AND WATERFRONT LOTS, LLC
 634 N. SANTA CRUZ AVE., SUITE 100
 LOS GATOS, CA 95030
 (408) 359-4333
 OWNER CONTACT - DAVID LAZARUS

DEVELOPER: PANTAGES AT DISCOVERY BAY, LLC
 834 N. SANTA CRUZ AVE., SUITE 100
 LOS GATOS, CA 95030
 (408) 359-4333
 MANAGER - DAVID LAZARUS

ENGINEER/PLANNER: IN CONSULTING
 1440 MARA LANE, SUITE 200
 PALM BEACH, CA 94959
 (707) 835-2015
 PROJECT ENGINEER - ANDREW PALUFFY

SOILS ENGINEER: ENDO INCORPORATED
 530 N. SEMA AVENUE, SUITE A
 RICHMOND, CA 94801
 (415) 835-2015
 PROJECT ENGINEER - STEVE HARRIS

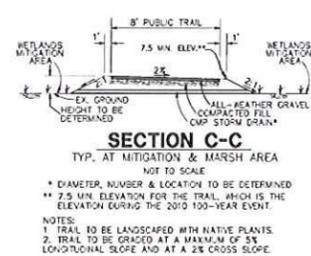
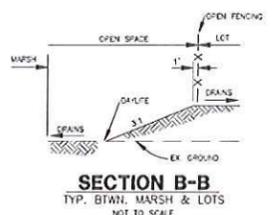
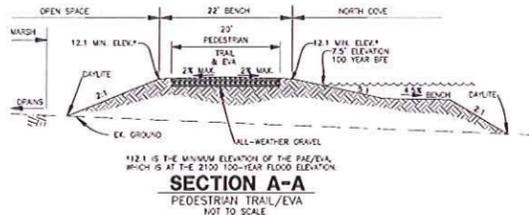
WETLAND CONSULTANT: O'BRYEN & SKORAL, L.L.C.
 2777 FAIR OAKS BLVD., SUITE 300
 SAN RAMON, CA 94583
 (925) 952-1100
 PRINCIPAL - HAREN SHAFER

ENVIRONMENTAL CONSULTANT: STILLWATER SCIENCES
 279 COVINGTON PLACE, SUITE 400
 OAKLAND, CA 94612
 (510) 756-7550
 PRINCIPAL - SCOTT WLECK

EXISTING ZONING: A-3
 PROPOSED ZONING: P-1
 EXISTING USE: VACANT
 PROPOSED USE: RESIDENTIAL (SINGLE FAMILY DETACHED)

UTILITIES: WATER SUPPLY: TOWN OF DISCOVERY BAY
 SEWER SERVICE: TOWN OF DISCOVERY BAY
 GAS & ELECTRIC: PACIFIC GAS & ELECTRIC TELEPHONE: 100

CONTOUR INTERVAL: EXISTING CONTOURS: 1 FOOT
 PROPOSED CONTOURS: 1 & 5 FEET



SUBDIVISION 9010 TRAILS, 8' SIDEWALKS AND VIEW FENCING

MODIFICATION TO THE FINAL DEVELOPMENT PLAN AND
 VESTING TENTATIVE MAP SUBMITTAL

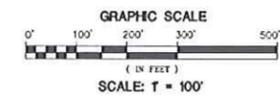
PANTAGES BAYS

A RESIDENTIAL COMMUNITY WITH
 INDIVIDUAL DOCKS AND DEEP WATER ACCESS

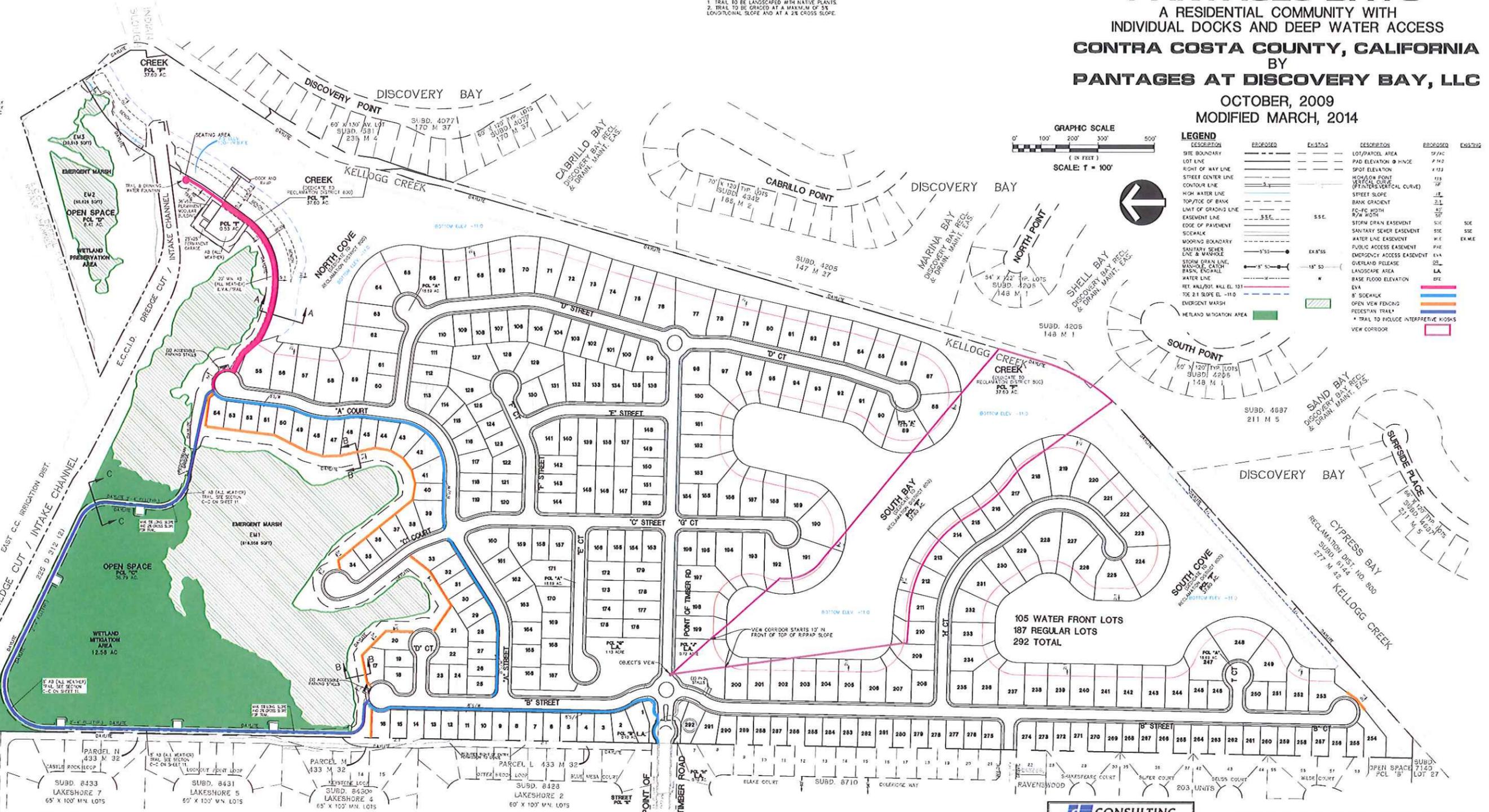
CONTRA COSTA COUNTY, CALIFORNIA

BY
PANTAGES AT DISCOVERY BAY, LLC

OCTOBER, 2009
 MODIFIED MARCH, 2014



DESCRIPTION	PROPOSED	EXISTING	DESCRIPTION	PROPOSED	EXISTING
LOT LINE	---	---	LOT/PARCEL AREA	57 AC	57 AC
RIGHT OF WAY LINE	---	---	PAD ELEVATION @ HINCE	4' 11.3'	4' 11.3'
STREET CENTER LINE	---	---	SPOT ELEVATION	113	113
CONTOUR LINE	---	---	HIGH/LOW POINT (PRINTERS/VERTICAL CURVE)	78'	78'
HIGH WATER LINE	---	---	STREET SLOPE	1%	1%
TOP/TOE OF BANK	---	---	BANK GRADIENT	2:1	2:1
LIMIT OF GRADING LINE	---	---	8'-6" R.O.W.	45'	45'
EASEMENT LINE	---	---	8'-6" R.O.W.	45'	45'
EDGE OF PAVEMENT	---	---	STORM DRAIN EASEMENT	50'	50'
SCREWALK	---	---	SANITARY SEWER EASEMENT	50'	50'
MOORING BOUNDARY	---	---	WATER LINE EASEMENT	50'	50'
SANITARY SEWER LINE & MAN-HOLE	---	---	PUBLIC ACCESS EASEMENT	50'	50'
STORM DRAIN LINE, MAN-HOLE, CATCH BASIN, ENDWALL	---	---	EMERGENCY ACCESS EASEMENT	50'	50'
WATER LINE	---	---	OVERLAND RELEASE	50'	50'
RET. WALL/RET. WALL EL. 101	---	---	LANDSCAPE AREA	50'	50'
TOE 2:1 SLOPE EL. -11.0	---	---	BASE FLOOD ELEVATION	50'	50'
			EVA	50'	50'
			8' SIDEWALK	50'	50'
			OPEN VIEW FENCING	50'	50'
			PEDESTRIAN TRAIL	50'	50'
			TRAIL TO INCLUDE INTERPRETIVE KIOSKS	50'	50'
			VIEW CORRIDOR	50'	50'
			EMERGENT MARSH	50'	50'
			WETLAND MITIGATION AREA	50'	50'



AERIAL TOPOGRAPHY BY:
 AMERICAN AERIAL MAPPING, INC.
 FLOWN 11/10/05



TRAILS, 8' SIDEWALKS & VIEW FENCING
 SHEET 11 OF 13



No Back Up
Documentation
For Agenda Item # G-1



MONTHLY OPERATIONS REPORT

February 2014

Town of Discovery Bay, CA

1644 Days of Safe Operations

71,294 worked hours since last recordable incident

TRAINING:

Safety, Operations, & Equipment

Safety	Hours
Monthly Training consists of: Escape Routes and Procedures Take 5 Safety Tailgates (15) West Region Safety Council Call Monthly Regional Safety Webinar	3.0
Operations	
All Operators were trained on Personal Protective Equipment, Respiratory Protection, and Solar Dryers Operations and Maintenance Kevin Agdanowski received his Grade I Water Treatment Cert	5.0

REPORTS SUBMITTED TO REGULATORY AGENCIES

Monthly Discharge Monitoring Report (DMR) Monthly electronic State Monitoring Report (eSMR) Monthly Coliform Report, California Department of Public Health (CDPH)
--

WATER SERVICES

# of Active Wells	Water Produced (MG)	Chemical (Hypo) Delivered	Fire Hydrant Flushing
5	61.05	1,135	0

Note: Well 4 in lead and Well 5 in lag to offset specific conductivity

2013 Water Production Table (MG) by Month

January	February	March	April	May	June
69.3	61.05				



July	August	September	October	November	December

Bacteriological Test Results:

Routine Bacteria Samples Collected	No. Total Coliform Positives	No. Fecal/E. coli Positives	Brown Water Calls
16	0	0	0

WASTEWATER SERVICE

Wastewater Laboratory Analysis

<i>WW Effluent Parameter</i>	<i>Permit Limits</i>	<i>JAN Lab Data</i>	<i>FEB Lab Data</i>
Flow, MG Effluent, monthly total		41.08	36.66
Flow, MG Daily Influent Flow, avg.	N/A	1.30	1.35
Flow, MG Daily Discharge Flow, avg.	2.1	1.32	1.31
Effluent BOD ₅ , lbs/d, monthly avg.	350	24.0	27.0
Effluent TSS, lbs/d, monthly avg.	525	40.0	35.0
Effluent BOD ₅ , mg/L, monthly avg.	20	2.0	2.5
Effluent TSS, mg/L, monthly avg.	30	3.8	3.2
Total Coli form 7 day Median Max	23	2	2
Total Coli form Daily Maximum	240	2	2
% Removal BOD ₅ , monthly avg.	85% min.	97.8	98.3
% Removal, TSS, monthly avg.	85% min.	97.3	95.1
Electrical Conductivity, umhos/cm annual avg.	2100	2138 (YTD)	2138 (YTD)

Red – new parameter added

National Pollution Discharge Elimination System (NPDES)

<u>NPDES Related Excursions</u>	<u>Permit Parameter</u>	<u>NPDES Parameter Limit</u>	<u>Actual Parameter Result</u>
<u>1</u>	<u>Total Coliform</u>	<u>Daily Max 240MPN</u>	<u>540 MPN</u>

Bacteriological Test Results:

<u>Routine Bacteria Samples Collected</u>	<u>No. Total Coliform Positives</u>	<u>No. Fecal/E. coli Positives</u>	<u>7-Day Median Excursion</u>
<u>8</u>	<u>0</u>	<u>0</u>	<u>0</u>

# of Active Lift Stations	# of Inactive Lift Stations	Chemical Usage Polymer-gals	SSO	Wastewater Received (MG)
15	0	115	0	40.22

COLLECTION:

- Flushed **8960 ft.** of sanitary sewer lines, YTD **35,009 ft.** **53.0%** completed
- CCTV **18,200 ft.** **27.6%** completed (Deadline is May 2014)
- Inspected **33** manhole & covers. YTD **143**
- Replaced the 1/2 –inch pressure hose on the Vactor truck
- Lift station “F” pump no.1 failed, the motor and pump were bad; both are out for repair.
- Vacuumed out Plant no.2 headworks.
- Performed valve exercising
- Performed weekly lift station inspections.
- Inspected vaulted lift stations.

MAINTENANCE

Wastewater

- Fiber optic lines were run connecting both wastewater plants and with Comcast service the facilities we are no longer using an antenna for internet service.
- Parkson came out and finished the new Solar Dryers, they presented training to the staff and the dryers are now in use.
- Dennis Flosi with Cascade removed the VFD’s to the old solar dryers and replaced them with soft starts.
- Larry Welmeth and Joe Brandon replaced the Plant no.1 screening compactor with the one that had been rebuilt last year.
- Pulled the motor on Plant no.1 wasting pump no.2 and sent it out for rewind in January, the motor remained out through the month, a spare will be purchased.
- Belt filter press no.1 is locked and tagged out because the main pneumatic ram is worn and needs to be replaced.
- Larry Welmeth replaced some ballast on the UV 3000+ system.
- Chlorinated the UV 3000+ with a low chlorine dosage.
- Switched to UV 3000 to UV 3000+ on Feb 27, 2014.
- Resolved the new flow meters and SCADA flow reading discrepancy or scaling.

- Performed preventative maintenance.
- Pressure washed the clarifiers each week for algae removal.

Water

- We experienced some problems with the Modicon PLC at Willow WTP and Telstar troubleshot it from noon to about 10 pm, it was a bad main PLC that needs to be changed. PLC is on order.
- Replaced both backwash pumps soft starts at the Newport WTP.
- Replaced the fans on the motor control center on booster pump no.1 at Newport WTP.
- Repaired some air leaks on the Willow WTP filter system.
- Performed preventative maintenance.

Preventive and Corrective

Total # of WO's Completed	Total Hours
84	47

Work Order Back-Log

Aging 8 - 30 Days	Aging > 30 Days
130	142

Call & Emergency Responses

Call Outs	Emergencies
12	0

Personnel Hours & Overtime:

Regular Hours	Overtime
1440	58.75

TERMS

WWTP	WASTEWATER TREATMENT PLANT
WTP	WATER TREATMENT PLANT
WL	WILLOW LAKE
NP	NEWPORT

VFD	VARIABLE FREQUENCY DRIVE
WO	WORK ORDER
PLC	PROGRAMMABLE LOGIC CONTROLLER
L/S	LIFT STATION
SSO	SANITARY SEWER OVERFLOW
BOD	BIOLOGICAL OXYGEN DEMAND
TSS	TOTAL SUSPENDED SOLIDS
MGD	MILLION GALLONS PER DAY
mg/l	MILLIGRAMS PER LITRE
CCTV	CLOSED CIRCUIT TELEVISION
PPM	PARTS PER MILLION
RAS	RETURN ACTIVATED SLUDGE
WAS	WATSE ACTIVATED SLUDGE
UV	ULTRAVIOLET LIGHT



MONTHLY OPERATIONS REPORT

February 2014

Town of Discovery Bay, CA

1644 Days of Safe Operations

71,294 worked hours since last recordable incident

TRAINING:

Safety, Operations, & Equipment

Safety	Hours
Monthly Training consists of: Take 5 Safety Tailgates (13) West Region Safety Council Call Monthly Regional Safety Webinar	3.0
Operations	
All Operators were trained on Personal Protective Equipment, Respiratory Protection, and Solar Dryers Operations and Maintenance Kevin Agdanowski received his Grade I Water Treatment Certificate	5.0

REPORTS SUBMITTED TO REGULATORY AGENCIES

- * Monthly Discharge Monitoring Report (DMR)**
- * Monthly electronic State Monitoring Report (eSMR)**
- * Monthly Coliform Report, California Department of Public Health (CDPH)**

WATER SERVICES

# of Active Wells	Water Produced (MG)	Chemical (Hypo) Delivered	Fire Hydrant Flushing
5	61.05	1,135	0

Note: Well 4 in lead and Well 5 in lag to offset specific conductivity

2013 Water Production Table (MG) by Month

January	February	March	April	May	June
69.3	61.05				
July	August	September	October	November	December

Bacteriological Test Results:

Routine Bacteria Samples Collected	No. Total Coliform Positives	No. Fecal/E. coli Positives	Brown Water Calls
16	0	0	0

WASTEWATER SERVICE

Wastewater Laboratory Analysis

<i>WW Effluent Parameter</i>	<i>Permit Limits</i>	<i>JAN Lab Data</i>	<i>JFEB Lab Data</i>
Flow, MG Effluent, monthly total		41.08	36.66
Flow, MG Daily Influent Flow, avg.	N/A	1.30	1.35
Flow, MG Daily Discharge Flow, avg.	2.1	1.32	1.31
Effluent BOD ₅ , lbs/d, monthly avg.	350	24.0	27.0
Effluent TSS, lbs/d, monthly avg.	525	40.0	35.0
Effluent BOD ₅ , mg/L, monthly avg.	20	2.0	2.5
Effluent TSS, mg/L, monthly avg.	30	3.8	3.2
Total Coli form 7 day Median Max	23	2	2
Total Coli form Daily Maximum	240	2	2
% Removal BOD ₅ , monthly avg.	85% min.	97.8	98.3
% Removal, TSS, monthly avg.	85% min.	97.3	95.1
Electrical Conductivity, umhos/cm annual avg.	2100	2138 (YTD)	2138 (YTD)

WASTEWATER SERVICE

* **National Pollution Discharge Elimination System (NPDES)**

<u>NPDES Related Excursions</u>	<u>Permit Parameter</u>	<u>NPDES Parameter Limit</u>	<u>Actual Parameter Result</u>
<u>1</u>	Total Coliform	240 MPN	540 MPN

Bacteriological Test Results:

<u>Routine Bacteria Samples Collected</u>	<u>No. Total Coliform Positives</u>	<u>No. Fecal/E. coli Positives</u>	<u>7-Day Median Excursion</u>
<u>8</u>	<u>0</u>	<u>0</u>	<u>0</u>

<u># of Active Lift Stations</u>	<u># of Inactive Lift Stations</u>	<u>Chemical Usage Polymer-gals</u>	<u>SSO</u>	<u>Wastewater Received (MG)</u>
15	0	100	0	40.22

WASTEWATER SERVICE

COLLECTION:

- Flushed **8960 ft.** of sanitary sewer lines, YTD **35,009** ft. **53.0%** completed
- CCTV **18,200** ft. **27.6%** completed
- Inspected **33** manhole & covers. YTD **143**
- Replaced the 1/2 –inch pressure hose on the Vactor truck
- Lift station “F” pump no.1 failed, the motor and pump were bad; both are out for repair.
- Vacuumed out Plant no.2 headworks.
- Performed valve exercising
- Performed weekly lift station inspections
- Inspected vaulted lift stations

WASTEWATER SERVICE

MAINTENANCE

* Wastewater

- * **Fiber optic lines were run connecting both wastewater plants and with Comcast service the facilities we are no longer using an antenna for internet service.**
- * **Parkson came out and finished the new Solar Dryers, they presented training to the staff and the dryers are now in use.**
- * **Dennis Flosi with Cascade removed the VFD's to the old solar dryers and replaced them with soft starts.**
- * **Larry Welmeth and Joe Brandon replaced the Plant no.1 screening compactor with the one that had been rebuilt last year.**
- * **Pulled the motor on Plant no.1 wasting pump no.2 and sent it out for rewind in January, the motor remained out through the month, a spare will be purchased.**
- * **Belt filter press no.1 is locked and tagged out because the main pneumatic ram is worn and needs to be replaced.**
- * **Larry Welmeth replaced some ballast on the UV 3000+ system.**
- * **Chlorinated the UV 3000+ with a low chlorine dosage.**
- * **Switched to UV 3000 to UV 3000+ on Feb 27, 2014.**
- * **Resolved the new flow meters and SCADA flow reading discrepancy or scaling.**
- * **Performed preventative maintenance.**
- * **Pressure washed the clarifiers each week for algae removal.**

WASTEWATER SERVICE

MAINTENANCE

* Water

- * We experienced some problems with the Modicon PLC at Willow WTP and Telstar troubleshot it from noon to about 10 pm, it was a bad main PLC that needs to be changed. PLC is on order.
- * Replaced both backwash pumps soft starts at the Newport WTP.
- * Replaced the fans on the motor control center on booster pump no.1 at Newport WTP.
- * Repaired some air leaks on the Willow WTP filter system.
- * Performed preventative maintenance.

WASTEWATER SERVICE

* Preventive and Corrective

Total # of WO's Completed	Total Hours
84	47

Work Order Back-Log

Aging 8 - 30 Days	Aging > 30 Days
130	142

Call & Emergency Responses

Call Outs	Emergencies
12	0

Personnel Hours & Overtime:

Regular Hours	Overtime
1176	71.00

TERMS

WWTP	WASTEWATER TREATMENT PLANT
WTP	WATER TREATMENT PLANT
WL	WILLOW LAKE
NP	NEWPORT
VFD	VARIABLE FREQUENCY DRIVE
WO	WORK ORDER
PLC	PROGRAMMABLE LOGIC CONTROLLER
L/S	LIFT STATION
SSO	SANITARY SEWER OVERFLOW
BOD	BIOLOGICAL OXYGEN DEMAND
TSS	TOTAL SUSPENDED SOLIDS
MGD	MILLION GALLONS PER DAY
mg/l	MILLIGRAMS PER LITRE
CCTV	CLOSED CIRCUIT TELEVISION
PPM	PARTS PER MILLION
RAS	RETURN ACTIVATED SLUDGE
WAS	WATSE ACTIVATED SLUDGE
UV	ULTRAVIOLET LIGHT



MONTHLY OPERATIONS REPORT

March 2014

Town of Discovery Bay, CA

1675 Days of Safe Operations

72,853 worked hours since last recordable incident

TRAINING:

Safety, Operations, & Equipment

Safety	Hours
Monthly Training consists of: Take 5 Safety Tailgates (16) West Region Safety Council Call Monthly Regional Safety Webinar	3.0
Operations	
All Operators were trained on General Electrical Shock and Control of Hazardous Energy	2.0

REPORTS SUBMITTED TO REGULATORY AGENCIES

Monthly Discharge Monitoring Report (DMR) Monthly electronic State Monitoring Report (eSMR) Monthly Coliform Report, California Department of Public Health (CDPH)
--

WATER SERVICES

# of Active Wells	Water Produced (MG)	Chemical (Hypo) Delivered	Fire Hydrant Flushing
5	68.3	2,530	0

Note: Well 4 in lead and Well 5 in lag to offset specific conductivity

2013 Water Production Table (MG) by Month

January	February	March	April	May	June
69.3	61.05	68.3			
July	August	September	October	November	December

--	--	--	--	--	--

Bacteriological Test Results:

Routine Bacteria Samples Collected	No. Total Coliform Positives	No. Fecal/E. coli Positives	Brown Water Calls
21	0	0	0

WASTEWATER SERVICE

Wastewater Laboratory Analysis

<i>WW Effluent Parameter</i>	<i>Permit Limits</i>	<i>FEB Lab Data</i>	<i>MAR Lab Data</i>
Flow, MG Effluent, monthly total		36.66	39.12
Flow, MG Daily Influent Flow, avg.	N/A	1.35	1.27
Flow, MG Daily Discharge Flow, avg.	2.1	1.31	1.26
Effluent BOD ₅ , lbs/d, monthly avg.	350	27.0	30.7
Effluent TSS, lbs/d, monthly avg.	525	35.0	38.6
Effluent BOD ₅ , mg/L, monthly avg.	20	2.5	2.7
Effluent TSS, mg/L, monthly avg.	30	3.2	3.4
Total Coli form 7 day Median Max	23	2	3
Total Coli form Daily Maximum	240	2	4
% Removal BOD ₅ , monthly avg.	85% min.	98.3	97.4
% Removal, TSS, monthly avg.	85% min.	95.1	97.9
Electrical Conductivity, umhos/cm annual avg.	2100	2138 (YTD)	2128 (YTD)

Red – new parameter added

National Pollution Discharge Elimination System (NPDES)

<u>NPDES Related Excursions</u>	<u>Permit Parameter</u>	<u>NPDES Parameter Limit</u>	<u>Actual Parameter Result</u>
<u>1</u>	<u>SSO No Discharge</u>	<u>No Discharge</u>	<u>100 gallons</u>

Bacteriological Test Results:

<u>Routine Bacteria Samples Collected</u>	<u>No. Total Coliform Positives</u>	<u>No. Fecal/E. coli Positives</u>	<u>7-Day Median Excursion</u>
<u>8</u>	<u>0</u>	<u>0</u>	<u>0</u>

# of Active Lift Stations	# of Inactive Lift Stations	Chemical Usage Polymer-gals	SSO	Wastewater Received (MG)
15	0	110	1	37.88

COLLECTION:

- Flushed **7,727 ft.** of sanitary sewer lines, YTD **42,736 ft.** 65.0% completed
- CCTV **22,436 ft.** 34.0% completed (Deadline is May 2014)
- Inspected **35** manhole & covers. YTD **178**
- Lift Station F had a catastrophic failure, plant personnel responded, Kirby assisted and Rain 4 Rent brought out a trash pump, an SSO was averted when the pump was de-ragged
- Lift station “F” pump no.1 motor and pump were bad; both went out for repair and were completed and installed this month.
- SSO on March 19, 2014
- Vactor truck was repaired for a faulty sensor
- Performed valve exercising
- Performed weekly lift station inspections.
- Inspected vaulted lift stations.

MAINTENANCE

Wastewater

- March 3, 2014 Berney Sadler came in as Maintenance Supervisor Interim
- Troubleshooted the moles at the solar dryers
- Repaired the Solar Bee, replaced the battery.
- Parkson needs to come out to work on the mole for Solar Dryer D, they are waiting on parts.
- Bob Kopa was out for a week performing thermal image testing on plant equipment
- Pulled the motor on Plant no.1 wasting pump no.2 and sent it out for rewind in January, the motor remained out through the month.
- State Water Resource Control Board came in on March 25, to review the 8-inch line by-pass incident with plant personnel and Town staff.
- Switched to UV 3000+ to UV 3000 on Mar 28, 2014.
- Performed preventative maintenance.
- Pressure washed the clarifiers each week for algae removal.

Water

- Participated in the California Statewide Groundwater Elevation Monitoring (CASGEM) Department of Water Resources program on March 17 & 18, this resulted in a low distribution pressure for 15 min., all proper notifications were made.
- Telstar came out several times to troubleshoot Willow WTP, they replaced the failed Modicon PLC module towards the end of the month.
- Cleaned out backwash storage tank for Willow WTP.
- Days repaired the emergency generator at Willow WTP, replaced a leaking hose.
- Performed preventative maintenance.

Preventive and Corrective

Total # of WO's Completed	Total Hours
271	131

Work Order Back-Log

Aging 8 - 30 Days	Aging > 30 Days
94	131

Call & Emergency Responses

Call Outs	Emergencies
10	1

Personnel Hours & Overtime:

Regular Hours	Overtime
1416	93.00

TERMS

WWTP	WASTEWATER TREATMENT PLANT
WTP	WATER TREATMENT PLANT
WL	WILLOW LAKE
NP	NEWPORT

VFD	VARIABLE FREQUENCY DRIVE
WO	WORK ORDER
PLC	PROGRAMMABLE LOGIC CONTROLLER
L/S	LIFT STATION
SSO	SANITARY SEWER OVERFLOW
BOD	BIOLOGICAL OXYGEN DEMAND
TSS	TOTAL SUSPENDED SOLIDS
MGD	MILLION GALLONS PER DAY
mg/l	MILLIGRAMS PER LITRE
CCTV	CLOSED CIRCUIT TELEVISION
PPM	PARTS PER MILLION
RAS	RETURN ACTIVATED SLUDGE
WAS	WATSE ACTIVATED SLUDGE
UV	ULTRAVIOLET LIGHT



MONTHLY OPERATIONS REPORT

March 2014

Town of Discovery Bay, CA

1675 Days of Safe Operations

72,853 worked hours since last recordable incident

TRAINING:

Safety, Operations, & Equipment

Safety	Hours
Monthly Training consists of: Take 5 Safety Tailgates (16) West Region Safety Council Call Monthly Regional Safety Webinar	3.0
Operations	
All Operators were trained on General Electrical Shock and Control of Hazardous Energy	2.0

REPORTS SUBMITTED TO REGULATORY AGENCIES

- * Monthly Discharge Monitoring Report (DMR)**
- * Monthly electronic State Monitoring Report (eSMR)**
- * Monthly Coliform Report, California Department of Public Health (CDPH)**

WATER SERVICES

# of Active Wells	Water Produced (MG)	Chemical (Hypo) Delivered	Fire Hydrant Flushing
5	68.3	2,530	0

Note: Well 4 in lead and Well 5 in lag to offset specific conductivity

2013 Water Production Table (MG) by Month

January	February	March	April	May	June
69.3	61.05	68.3			
July	August	September	October	November	December

Bacteriological Test Results:

Routine Bacteria Samples Collected	No. Total Coliform Positives	No. Fecal/E. coli Positives	Brown Water Calls
21	0	0	0

WASTEWATER SERVICE

Wastewater Laboratory Analysis

<i>WW Effluent Parameter</i>	<i>Permit Limits</i>	<i>FEB Lab Data</i>	<i>MAR Lab Data</i>
Flow, MG Effluent, monthly total		36.66	39.12
Flow, MG Daily Influent Flow, avg.	N/A	1.35	1.27
Flow, MG Daily Discharge Flow, avg.	2.1	1.31	1.26
Effluent BOD ₅ , lbs/d, monthly avg.	350	27.0	30.7
Effluent TSS, lbs/d, monthly avg.	525	35.0	38.6
Effluent BOD ₅ , mg/L, monthly avg.	20	2.5	2.7
Effluent TSS, mg/L, monthly avg.	30	3.2	3.4
Total Coli form 7 day Median Max	23	2	3
Total Coli form Daily Maximum	240	2	4
% Removal BOD ₅ , monthly avg.	85% min.	98.3	97.4
% Removal, TSS, monthly avg.	85% min.	95.1	97.9
Electrical Conductivity, umhos/cm annual avg.	2100	2138 (YTD)	2128 (YTD)

WASTEWATER SERVICE

* **National Pollution Discharge Elimination System (NPDES)**

<u>NPDES Related Excursions</u>	<u>Permit Parameter</u>	<u>NPDES Parameter Limit</u>	<u>Actual Parameter Result</u>
<u>1</u>	SSO No Discharge	No Discharge	100 Gallons

Bacteriological Test Results:

<u>Routine Bacteria Samples Collected</u>	<u>No. Total Coliform Positives</u>	<u>No. Fecal/E. coli Positives</u>	<u>7-Day Median Excursion</u>
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<u># of Active Lift Stations</u>	<u># of Inactive Lift Stations</u>	<u>Chemical Usage Polymer-gals</u>	<u>SSO</u>	<u>Wastewater Received (MG)</u>
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WASTEWATER SERVICE

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WASTEWATER SERVICE

MAINTENANCE

* Wastewater

- * **March 3, 2014 Berney Sadler came in as Maintenance Supervisor Interim.**
- * **Troubleshooted the moles at the solar dryers.**
- * **Repaired the Solar Bee, replaced the battery.**
- * **Parkson needs to come out to work on the mole for Solar Dryer D, they are waiting on parts.**
- * **Bob Kopa was out for a week performing thermal image testing on plant equipment.**
- * **Pulled the motor on Plant no.1 wasting pump no.2 and sent it out for rewind in January, the motor remained out through the month.**
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- * **Switched to UV 3000+ to UV 3000 on Mar 28, 2014.**
- * **Performed preventative maintenance.**
- * **Pressure washed the clarifiers each week for algae removal.**

WASTEWATER SERVICE

MAINTENANCE

* Water

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- * Telstar came out several times to troubleshoot Willow WTP, they replaced the failed Modicon PLC module towards the end of the month.
- * Cleaned out backwash storage tank for Willow WTP
- * Days repaired the emergency generator at Willow WTP, replaced a leaking hose.
- * Performed preventative maintenance.

WASTEWATER SERVICE

* Preventive and Corrective

Total # of WO's Completed	Total Hours
271	131

Work Order Back-Log

Aging 8 - 30 Days	Aging > 30 Days
94	131

Call & Emergency Responses

Call Outs	Emergencies
10	1

Personnel Hours & Overtime:

Regular Hours	Overtime
1416	93.00

TERMS

WWTP	WASTEWATER TREATMENT PLANT
WTP	WATER TREATMENT PLANT
WL	WILLOW LAKE
NP	NEWPORT
VFD	VARIABLE FREQUENCY DRIVE
WO	WORK ORDER
PLC	PROGRAMMABLE LOGIC CONTROLLER
L/S	LIFT STATION
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PPM	PARTS PER MILLION
RAS	RETURN ACTIVATED SLUDGE
WAS	WATSE ACTIVATED SLUDGE
UV	ULTRAVIOLET LIGHT



No Back Up
Documentation
For Agenda Item # I



No Back Up
Documentation
For Agenda Item # J



No Back Up
Documentation
For Agenda Item # K



No Back Up
Documentation
For Agenda Item # L-1

**Discovery Bay
P-6 Zone Citizen
Advisory
Committee**

DRAFT



Office of Supervisor Mary N. Piepho
Contact: Karyn Cornell
181 Sand Creek Road, Suite L
Brentwood, CA 94513
925-240-7260

Respectfully submitted by: _____

The Discovery Bay P-6 Zone Citizen Advisory Committee serves as an advisory body to the Contra Costa County Board of Supervisors and the County Planning Agency.

Record of Actions

Meeting start time: 7:30 p.m.

Monday, February 10, 2014

- 1.) Meeting called to order by Vice Chair Kane at 7:30 p.m., with Chair Earl absent.
*Committee member Mankin arrived at 7:39**
- 2.) Public Comment:** No public comment received.
- 3.) Review of Record of Actions of October 14, 2013 meeting:** Committee member Ziegler made a motion to accept the Record of Actions as prepared. Second made by Committee member Stevens. Motion carried 4-0.
- 4.) Correspondence: (Key: R= Received S= Sent)**
S-Town of Discovery Bay CSD regarding funding for the Byron Union School District SRO position
- 5.) Old Business:**
 - a. Discuss DB P-6 Zone CAC Budget:** Committee member Ziegler asked questions regarding the interest and current return on investments. Item to be continued until next meeting.
 - b. Discuss Byron Union School District School Resource Officer Funding:** Lt Beltran provided an update that Sheriff Livingston has continued the current SRO position through the 2013/2014 school year. Request to add the item to the next agenda for discussion of the position for the 2014/2015 school year.
- 6.) New Business:**
 - a.) Monthly Activity Report (Lt. Beltran): Lt. Beltran introduced himself as the new Lt. for Delta station and provide an overview of his history with the Sheriff's Department. Lt. Beltran provided statistics December 2013 and January 2014. Discussion of response within the Lakes Development by resident Marshall Harris.
 - b.) Appointment of the Chair and Vice Chair for 2014: Motion made by Committee Member Mankin for Richard Kane as the Chair. Second made by Committee member Zeigler. Motion carried 4-0. Motion made by Committee member Kane for Gaylin Zeigler as Vice Chair. Second made by Committee member Stevens. Motion carried. 5-0.
 - c.) Set 2014 Meeting Scheduled: Meetings scheduled for the 2nd Wednesday of the month at 8:00 on a quarterly basis. April 9th, July 9th, and October 8th.Other new Business: None.

This meeting record is provided pursuant to Better Government Ordinance 95-6, Article 25-2.205(d) of the Contra Costa County Ordinance Code.

8.) Future agenda items/Committee Member Comments:

- a.) DB P-6 Zone Budget
- b.) Byron Union School District School Resource Officer Funding

9.) Adjourn: Meeting adjourned at 8:02p.m.

DRAFT

FINAL



**CONTRA COSTA COUNTY
AVIATION ADVISORY COMMITTEE
MINUTES OF MEETING
February 13, 2014**

- MEETING CALLED:** Chair Mike Bruno called the meeting to order at 10:00 a.m. at the Director of Airport's Office.
- PRESENT:** **Rudi Raab, District I**
Mike Bruno, Chair, CCC Airports Business Association
Derek Mims, City of Pleasant Hill
Rich Spatz, At Large 2
Russell Roe, District V
Tom Weber, Vice Chair, District IV
Ed Young, Secretary, At-Large 1
Keith McMahon, City of Concord
Ronald Reagan, District III
- ABSENT:** **Janet Kaiser, Diablo Valley College**
- STAFF:** Keith Freitas, Director of Airports
Natalie Olesen, Airport Office Assistant
Julie Conti, Senior Real Property Technical Assistant
- OPENING COMMENTS
BY CHAIR:** DeWitt Hodge was introduced and will be joining the Aviation Advisory Committee (AAC) in March, replacing Rich Spatz
- Rich Spatz was thanked for his seven (7) years of service.
- PUBLIC COMMENT
PERIOD:** None
- APPROVAL OF
MINUTES:** **Moved by Rich Spatz; seconded by Ronald Reagan. Approved unanimously. Yes: Rudi Raab, Mike Bruno, Derek Mims, Rich Spatz, Russell Roe, Tom Weber, Ed Young and Ronald Reagan. No: None. Abstained: Keith McMahon. Absent: Janet Kaiser.**
- APPROVAL OF
CONSENT ITEMS:** **Moved by Derek Mims; seconded by Tom Weber, approved unanimously. Yes: Rudi Raab, Mike Bruno, Derek Mims, Keith**

McMahon, Rich Spatz, Russell Roe, Tom Weber, Ed Young and Ronald Reagan. No: None. Abstained: None. Absent: Janet Kaiser. Keith McMahon commented the slight increase in complaints in Concord could be caused by the some of the great weather and by some of the low clouds over the area. Mike Bruno commented that there is a correlation between the increased local operations and number of noise complaints.

PRESENTATION/SPECIAL REPORTS: None

DISCUSSION/ACTION ITEMS:

a. Items Pulled from Consent

None

b. Budget for Fiscal Year (F/Y) 2013/14

Keith Freitas reported there were very few changes between the F/Y 2013/14 Budget and F/Y 2012/13 Budget. The 50% budget will be reviewed at the next meeting.

- It was questioned why Byron Airports operating and maintenance expenses were higher than its revenues.
 - Byron Airport has never been in the black – Buchanan Field Airport subsidizes Byron Airport.
 - Expenses reflect the costs to run the airport.
 - Staffing the Airport full time is the largest single expense.
- Airport Staff was asked as to how long they expect Buchanan Field Airport to keep subsidizing Byron Airport and when will Byron Airport break even.
 - Byron Airport is still fairly new and a long term investment.
 - Byron Jet Center has helped increase revenues
 - Concern is that Byron Airport's budget does not look healthy which could deter new business.
 - County is committed in making Byron Airport productive.
 - Better infrastructure would encourage new business.
 - Byron Airport is a satellite airport and although the budget is separated by Airport, the Airports operate under one Enterprise Fund.

c. East Ramp Hangar Painting Project

- Total charges for the East Ramp Hangar Painting Project were approximately \$97,000.
 - The AAC requested a breakdown of the charges.
 - For the project, Airport staff contracted with Capital Projects and the bulk of the expenses were from their staff to manage an outside consultant.
 - \$10,000 of the total charges was to an outside consultant.
- Latest estimates put the painting project at over \$1 million.
- Tenants were polled and their number one priority is paving between the hangars.
 - Consultant and contractor are in place to do the paving this summer.
 - AAC questioned who will take on debt for paving.
 - Money budgeted for painting project will be used for paving instead.

d. Hangar Waiting List Process (Update)

Keith Freitas commented that tenants were concerned on how long it was taking to fill empty hangars and the turnover rate has changed significantly over the last 7 years. Used to see 1 vacancy a year and now have 10 plus a year.

- The County had 12 hangars turnover last year.
 - With the higher turnover rate the process needed to be updated to speed up the filling of the empty hangars.
 - In the old process, one (1) applicant was contacted for each vacant hangar and notified by certified mail; the process took roughly a month.
 - New process:
 1. Notifications are now done by email and applicants need to respond in writing within seven (7) days.
 2. The top five (5) applicants are now notified for each hangar available.
 - a. In November, six (6) hangars were available but under new process all were filled in approximately two (2) to three (3) weeks.
 - The AAC commented that preference should be given to current tenants to move to a preferred hangar location with a fee or higher rent for those premiere hangars.
 - Tenants were surveyed about upgrading to a preferred hangar knowing that they would have to pay for both hangars for a month in order to switch – most said “no”.
 1. There is concern that a hangar would remain vacant while tenants move around.
 - a. We will be updating rates and charges for hangars in the next couple months.
 - Process was slow using certified mail; however, notification was well documented.
 - There is not the same amount of documentation now.
 1. Copy of email is printed and saved.
 2. Contact by phone call is made and note of the attempt is made.
 3. Protocol was added to allow for dispute by applicant if they for some reason (example: out of the country) did not receive the email or phone call and were therefore unable to respond within the seven (7) days.

e. Airports Economic Development Program

Keith Freitas reported on the Airports Economic Development Program.

- Marketing
 - New Marketing Videos
 - A draft of the new marketing video should be available by the next meeting.
 - Introduction to the Airports and what is happening.
 - Additional videos will follow on flying, Airports' budget, businesses, skydiving, emergency medical response companies and pilot training.
 - The AAC questioned if the videos were being made to get more pilots to come to the County Airports?
 1. The videos were being made to help generate more interest in both Airports.
 - New phone number for Buchanan Field, 844-Fly-ToUs or 844-359-8687

g. Infrastructure Analysis for the Byron Airport

Keith Freitas reported that the analysis will determine when the decisions should be made to upgrade infrastructure

- Many good options are available with newer technologies that can be used.
- Project to cost approximately \$75,000 - 90% was funded by Federal Aviation Administration (FAA)

UPDATES/ANNOUNCEMENTS

a. Airport Committee Update

Next meeting tentatively scheduled for March 3, 2014

b. What is happening at Buchanan Field & Byron Airports/Other Airports

- Tenant BBQ 1st Thursday in May (May 1st) – Save the Dates announcements will be going out in next couple weeks. Looking for volunteers from the AAC.
- Global demand for pilots is currently around 372,000. New pilots and about 500,000 new mechanics will be needed which will be a draw for international students.
- End the AAC Meeting in memory of Louis Ellis, longtime tenant passed in November 2013.

c. Update from Airport Business Association

Mike Bruno reported that business is improving and staff is continually busy.

AAC asked about the status of the Apex hangars.

- Mike Bruno responded there would most likely be resolution in the next couple months, with several interested parties.

d. AAC Announcements

Tom Weber reported on AAC appointments:

- Russ Roe representative of District 2 is now representing District 5.
- District 2 Supervisor is looking to fill the vacant position and has been holding interviews.

AAC asked for Airport Staff to provide high level overviews of taxes/benefits of the Airports to the community, old Economic Impact Report.

Monument at the Public Viewing Plaza is in need of repairs.

- Full of water
- Name tags have slid around

e. Airport Staff Announcements

None

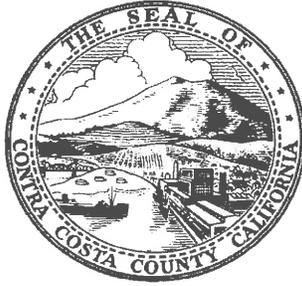
FUTURE AGENDA ITEMS

- East Ramp Hangar Painting Project Expense Breakdown
- Marketing Video
- AAC Member Volunteers for Tenant Recognition BBQ
- AAC Triennial Report

- AAC Annual Report
- Airports Financial Benefit to the Community

ADJOURNMENT: The meeting was adjourned by the Chair at 11:38 a.m.

Byron Municipal Advisory Council Park Dedication Ad Hoc Committee



Office of Supervisor Mary N. Piepho
Contact: Karyn Cornell
3361 Walnut Blvd. Suite 140
Brentwood, CA 94513
925-240-7260

*The Byron Municipal Advisory Council serves as an advisory body to the
Contra Costa County Board of Supervisors and the County Planning Agency.*

Councilmember Beltran
Councilmember Larsen

Record of Actions

Meeting start time: 5:33 p.m.
Thursday, February 20, 2014

1.) Meeting called to order by Chair Larsen at 5:33p.m. All members present.

2.) Public Comment: None.

3.) Items for Discussion and/or Action

a.) Discuss Byron area Park Dedication funds: Overview of Park Dedication funds and previous projects other communities have completed. Reminder that the monies can not be used for reoccurring costs and are to be used for projects which enhance the community of origin with park amenities. The current balance the Byron area Park Dedication funds is \$42,777. Discussion to contact the churches in the Byron community and the School District to see if there is interest in using the funds.

4.) Council Member Comments/Future Agenda Items

None

5.) Adjourned at 5:54

*The Byron Municipal Advisory Council serves as an advisory body to the
Contra Costa County Board of Supervisors.*

The Byron Municipal Advisory Council will provide reasonable accommodations for persons with disabilities planning to attend the meeting. Individuals should contact Karyn Cornell at least 72 hours before the meeting, at (925) 240-7260.



EAST CONTRA COSTA FIRE PROTECTION DISTRICT

Meeting Minutes Board of Directors Regular Meeting

Monday March 3, 2014 – 6:30 P.M.

Meeting Location: 3231 Main Street, Oakley

BOARD OF DIRECTORS		
Kevin Bouillon	Joel Bryant-President	Cheryl Morgan
Greg Cooper	Ronald Johansen-Vice President	Stephen Smith
Robert Kenny	Jonathan Michaelson	Joe Young

CALL TO ORDER: (6:30 P.M.)

PLEDGE OF ALLEGIANCE: (6:31 P.M.)

ROLL CALL: (6:31 P.M.)

Directors Present: Bouillon, Bryant, Cooper, Kenny, Johnansen, Michaelson, Morgan, Smith, Young

PRESENTATION: (6:31 P.M.)

P.1 Contra Costa County Emergency Medical Services Recognition.

Pam Dodson from Contra Costa County Emergency Medical Services recognized Engineer Mather, Engineer Baitx and Firefighter Tim Johnston for a CPR Save for an incident that occurred on January 06, 2014.

PUBLIC COMMENTS: (6:40 P.M.)

There were no (0) Public Speakers

CONSENT CALENDAR: (6:41 P.M.)

C.1 Approve minutes from February 3, 2014 Regular Board of Directors Meeting.

Motion by: Director Young to approve Consent Calendar Item C.1

Second by: Director Smith

Vote: Motion carried: 9:0

March 3, 2014 Minutes
Page 1 of 3

Ayes: Bouillon, Bryant, Cooper, Kenny, Johansen, Michaelson, Morgan, Smith, Young

DISCUSSION ITEMS: (6:42 P.M.)

D.1 Receive Community Responses from District Educational Mailer

TBWB's Charles Heath gave a presentation on the Public Education Mailers and summarized the responses that have been returned via mail and email.

There were two (2) Public Speakers – Kelly Dunham, Scott Robinson

PUBLIC HEARINGS: (7:20 P.M.)

PH.1 Public Hearing on, and Adoption of, a Resolution Calling an Election to be Consolidated with the Statewide Gubernatorial Primary Election on Tuesday, June 3, 2014 and Ordering that a Question Relating to the Levy of a Special Parcel Tax be submitted to the Voters at that Election.

There were two (2) Speakers during the Public Hearing – Joe Parks, Bailey Neff

MOTION BY: Director Young to Adopt a Resolution Calling an Election to be Consolidated with the Statewide Gubernatorial Primary Election on Tuesday, June 3, 2014 and Ordering that a Question Relating to the Levy of a Special Parcel Tax be submitted to the Voters at that Election

SECOND BY: Director Kenny

VOTE: MOTION FAILED: 4:5

AYES: Bryant, Kenny, Johansen, Young

NOES: Bouillon, Cooper, Michaelson, Morgan, Smith

INFORMATIONAL STAFF REPORTS: (8:21 P.M.)

Chief Henderson gave the Operational Update for February, 2014.

DIRECTORS' COMMENTS: (8:25 P.M.)

Director Johansen presented Director Kenny with a plaque for his dedicated service and time during the holiday "Santa" events at District fire stations.

INFORMATIONAL REPORTS AND REQUESTS FOR FUTURE AGENDA ITEMS FROM BOARD MEMBERS: (8:23 P.M.)

Director Young requested a future item – Options for a transition to a 3-station model.

Director Smith requested a future item – Review of District's financing and service options, including consolidation and other approaches to the provision of District services, and

financial bridging options associated with a potential November revenue enhancement measure.

ADJOURN TO THE NEXT REGULAR BOARD MEETING SCHEDULED: April 7, 2014
(8:27 P.M.)

MOTION BY: Director Bryant to adjourn to the next Regular Board Meeting scheduled:
April 7, 2014

DRAFT



**CONTRA COSTA COUNTY
AVIATION ADVISORY COMMITTEE
MINUTES OF MEETING
March 13, 2014**

MEETING CALLED: Chair Mike Bruno called the meeting to order at 10:11 a.m. at the Director of Airport's Office.

PRESENT: Rudi Raab, District I
Mike Bruno, Chair, CCC Airports Business Association
DeWitt Hodge, Member at Large
Derek Mims, City of Pleasant Hill
Tom Weber, Vice Chair, District IV
Ed Young, Secretary, Member At-Large

ABSENT: Janet Kaiser, Diablo Valley College
Keith McMahon, City of Concord
Ronald Reagan, District III
Russell Roe, District V

STAFF: Keith Freitas, Director of Airports
Beth Lee, Assistant Director of Airports

**OPENING COMMENTS
BY CHAIR:** None

**PUBLIC COMMENT
PERIOD:** None

**APPROVAL OF
MINUTES:** Moved by Tom Weber and Derek Mims (tied); seconded by Rudi Raab. Approved unanimously. Yes: Rudi Raab, Mike Bruno, DeWitt Hodge, Derek Mims, Tom Weber and Ed Young. No: None. Abstained: None. Absent: Janet Kaiser, Keith McMahon, Ronald Reagan and Russell Roe.

**APPROVAL OF
CONSENT ITEMS:** Moved by Tom Weber; seconded by Rudi Raab, approved unanimously. Yes: Rudi Raab, Mike Bruno, DeWitt Hodge, Derek Mims, Tom Weber and Ed Young. No: None. Abstained: None. Absent: Janet Kaiser, Keith McMahon, Ronald Reagan and Russell Roe.

PRESENTATION/SPECIAL REPORTS: None

DISCUSSION/ACTION ITEMS:

a. Items Pulled from Consent

None

b. 50% Budget for Fiscal Year (F/Y) 2013/14

Keith Freitas referred to attachment in packet; revenues are up and expenditures are less than budgeted. \$60k was added to emergency reserve fund. Details were added to show Mariposa Fund allocations as requested by the Airport Committee (reviewed list and funds committed).

- It was questioned if pavement project included runways and taxiways.
 - Pavement project includes all pavement at Byron Airport.
- It was questioned if gas taxes come back to the Airport improvements program.
 - Aviation gas taxes go into State Fund and can be allocated to local airports via grant process.

c. East Ramp Hangar Painting Project Expense Breakdown

Keith Freitas referred to attachment in packet that showed total project costs and gave a brief definition of each project cost line item.

- The result from project process:
 - Future projects will be managed by the Airport Division either directly or through our aviation consultants.
- It was questioned whether anything useful was received from Capital Projects expenditures.
 - Airport staff did get some information for the future.
- It was questioned whether there is a mechanism in the County to get reimbursement from another department or division.
 - "No", as it paid for staff time spent.
 - Testing, some of the bid information, and environmental analysis (depending on project scope and timing) will be of future benefit.
 - Project should be highlighted to the Airport Committee and others to better understand costs spent and benefits recognized/not recognized.
 - It was questioned what was the Board of Supervisors reaction to this.
 - They generally don't get involved at this level, more for AAC review and scrutiny.
 - It would be helpful for the Airport Committee's involvement, if in the future, questions arise as to working with divisions and the process.
 - Must keep in mind that the contractor also played a role as their bid came in more than 50% below the engineers estimate.
- On a related noted: knowing that Capital Projects charges the Airport for time spent on Airport projects, it was questioned whether other departments also charge to the Airport.
 - Yes we do have other departments that charge to us.
 - Future agenda item; costs charged to us by other County Departments/Divisions and what we get from them in services.

d. Airport Economic Impact Study Review

The Airport Economic Impact Study Review was completed in 2000 and requested by the County Administrators Office (CAO) via Supervisor DeSaulnier at the time to bring in a third party to quantify the economic value of the Airports.

- Gave a brief overview of economic impact (both direct and indirect) at 1999 for Buchanan Field Airport and Byron Airport plus individual airports.
- Also gave information given about more recent Caltrans economic study for the state airports system.
 - Represents 9% of economic impact (revenue direct and indirect) and 9% of state employment.

e. Aviation Advisory Committee (AAC) Triennial Review

Mike Bruno gave a recap of what this review is and what the context for why it is done.

- Tom Weber mentioned AAC was the first group for applying this County process.
- Ed Young said it was a good process for him to be involved in.

f. AAC Annual Report

Mike Bruno reported this item was on the agenda so that all members were aware that the AAC Annual Report had been done and to give the members a chance to see the final draft.

g. AAC Member Volunteers for Tenant Recognition BBQ

Tenant Recognition BBQ will be held on Thursday, May 1st, 2014.

- Areas to help:
 - Greeter/Head Count
 - Helping with restocking and running for BBQ and food line
 - Clean-up crew
 - Surveys/Tenant recognition forms
 - Derek Mims, DeWitt Hodge, Tom Weber and Mike Bruno agreed to help
- Mike Bruno will email all members to get more volunteer help and to let Airport Staff know who and what they are willing to do.

UPDATES/ANNOUNCEMENTS

a. Airport Committee Update

Mike Bruno reported the Airport Committee met last week.

- Mike Bruno thanked them and Airports Division for approving another year of a Consumer Price Index (CPI) waiver.
- Airport Committee broadened the CPI waiver to all applicable airport tenants (staff recommended for hangar tenants only).

b. What is happening at Buchanan Field & Byron Airports/Other Airports

- New phone number – 844-Fly-ToUs (844-359-8687)
- E-payment
- New Website – www.contracostacountyairports.org
- Attraction/retention.

- Will establish an adhoc group to start working on this in a few months (will factor into rates and charges update)

c. Update from Airport Business Association

Met with the Airports Fixed Base Operator's (FBO's) a couple of weeks ago. The FBO's are looking at ways to move forward to weather economic times in a collaborative group manner (challenge to keep 3 FBO's going; they will focus on each one's niche or strength).

d. AAC Announcements

Tom Weber reported on AAC appointments:

- Tom Weber and Rudi Raab's reappointments were completed.
- Working with District 2 Supervisor to fill vacant position.

e. Airport Staff Announcements

Keith Freitas reported:

- Three (3) new Operations staff on board and there are vacancies on administration staff side to be filled next.
- Implemented a rotating night shift (random) at both Airports for security.
- Sign program for both airports.
- Airport Staff communication with tenants has vastly improved over the last several years; better at all levels.

FUTURE AGENDA ITEMS

- What other departments charge to the airport.

ADJOURNMENT: The meeting was adjourned by the Chair at 11:17 a.m.

**Byron
Municipal
Advisory
Council
DRAFT**



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Respectfully submitted by: _____

*The Byron Municipal Advisory Council serves as an advisory body to the
Contra Costa County Board of Supervisors and the County Planning Agency.*

Record of Actions

Meeting start time: 6:00 p.m.

Thursday, March 20, 2014

- 1.) Meeting called to order by Chair Juarez at 6:00p.m. Chair Juarez and Councilmember Beltran absent.
- 2.) Public Comment: None received.
- 3.) Review of Record of Actions of 2-20-14 meeting: Motion to approve as prepared made by Councilmember Schmit. Second made by Councilmember Lopez. Motion carried 3-0. AYES: Larsen, Lopez, and Schmit.
- 4.) **Agency Reports**
 - a.) **East Contra Costa Fire Protection District:** Field Representative Cornell distributed the February 2014 Operational Update.
 - b.) **Contra Costa County Sheriff's Department:** Field Representative Cornell provided an overview of the February 2014 statistics including 135 call for service, 15 reports generated, 4 arrests and 26 traffic enforcement stops.
 - c.) **California Highway Patrol:** No Report.
 - d.) **Office of Supervisor Mary N. Piepho:** Field Representative Cornell provided an update on the following items: Comment period for the Bay Delta Conservation Plan EIS/EIR is open until April 14, 2014; Caltrans will be performing work on Highway 160 with overnight closures; the Contra Costa Superior Court is accepting application for the Civil Grand Jury 2014-2015 term, application dues March 28th; discussed the new Brown Act requirement of listing the various Committee member votes in the Record of Actions.
- 5.) **Items for Discussion and/or Action**
 - a.) **Discuss Agency Comment Request LP14-2009 requesting approval of a land-use permit plan to Quarry 89,000 cubic yards to level parcel for private agricultural land-use purposed, such as a private horse pasture and corral, and a gravel parking area for horse trailers at 280 Camino Diablo Road:** Motion to approve the project as presented made by Councilmember Lopez. Second made by Councilmember Schmit. Ayes: Larsen, Lopez and Schmit.
 - b.) **Discuss Agency Comment Request L14-2010 regarding approval of a reclamation plan to Quarry 89,000 cubic yards to level parcel for private agricultural land-use purposed, such as a private horse pasture and corral, and a gravel parking area for horse trailers at 280 Camino Diablo Road:** Motion to approve the project as presented made by Councilmember Lopez. Second made by Councilmember Schmit. Ayes: Larsen, Lopez and Schmit.
 - c.) **Discuss 2014 Clean-Up Day:** Selection of July 12 as the 2014 Clean-Up Day. Councilmember Lopez appointed as the lead for the project.
 - d.) **Discuss Byron MAC Website:** Discussion regarding the Byron MAC portions of the page on the Supervisor's portion of the County website including discussion that if there is a request to post material and the there is inadequate time for the Byron MAC to review the Chair can review the material and pass on the request to the Supervisor's office.
 - e.) **Discuss Groundwater in the Byron Area:** Discussion of groundwater in the Byron community and the recent Integrated Regional Water Management Plan.
- 6.) **Correspondence Key: R= Received S= Sent**
 - a. R-2/19/14 Contra Costa County Zoning Administrator Agenda for February 19, 2014
 - b. R-2/25/14 Contra Costa Planning Commission Cancellation Notice
 - c. R-3/3/14 Contra Costa Zoning Administrator Agenda for March 3, 2014
 - d. R-3/11/14 Contra Costa Planning Commission Agenda for March 11, 2014
 - e. R-3/12/14 Contra Costa Local Formation Commission Agenda for March 12, 2014
 - f. R- 3/17/14 Contra Costa Zoning Administrator Agenda for March 17, 2014
 - g. R-3/25/14 Contra Costa Planning Commission Cancellation Notice for March 25, 2014

7.) Councilmember Comment/Future Agenda Item:

Website

2014 Clean-Up Day

Signage in the Community

8.) Adjourned to next meeting scheduled for March 20 at 6:00p.m.



No Back Up
Documentation
For Agenda Item # N



No Back Up
Documentation
For Agenda Item # 0